



ENROLLMENT POLICIES & PROCEDURES

Christ Our Rock Lutheran High School enrolls students in grades 9-12. Christ Our Rock Lutheran High School desires to serve families who want an academically challenging, Christian secondary education for their children.

All incoming students must go through an application process that includes completing an application, submitting appropriate recommendations, and providing proof of past academic performance. The final step of the application process is the completion of a “family interview” in which the parents and student meet with the Principal. See below for a checklist of steps.

Christ Our Rock Lutheran High School tries to serve students of varying academic abilities. However, the school does not have the resources needed to serve students who have significant and/or exceptional academic needs.

Christ Our Rock Lutheran High School desires to surround its students with positive influences. Applicants who desire to transfer to Christ Our Rock because of an extended suspension or expulsion from their present or previous school will likely be denied enrollment. However, each application is considered on an individual basis.

Christ Our Rock Lutheran High School encourages its students and their families to be active in a Christian congregation, but church membership or attendance is not required for enrollment.

Christ Our Rock Lutheran High School reserves the right to accept or decline any student application.

The following steps are to be completed as part of the application and admission procedures:

- ___ 1. Submit a completed Application for Admission and the \$50 application fee. The application fee is nonrefundable.
- ___ 2. Submit completed recommendations: School Recommendation (to be completed by the principal or guidance counselor of the student’s current school) and Church Recommendation (to be completed by the pastor or designated church worker from the student’s congregation). *If the student does not have a church home, two character recommendations must be completed (by non-family members) in place of the church recommendation. The character recommendation form is not included in this packet. They are available upon request.*
- ___ 3. Provide a copy of the student’s transcript or provide a report card from a recent grading period.
- ___ 4. Provide the student’s most recent standardized test results.
- ___ 5. Sign an Authorization for Release of Records form.
- ___ 6. Schedule and attend a family interview with the Principal. The student will be asked to write a paragraph on a given topic at this appointment.

Based on this information, the Principal decides to accept or decline the application. This acceptance or declination is then communicated with the parents.

If the student is accepted, the family must complete a registration process which includes the completion of numerous forms and a registration fee.