



# St. John's Lutheran School

## admissions process

All new students must:

- Go to [www.stjohnschicago.org/Enroll](http://www.stjohnschicago.org/Enroll) to reach the TADS application process
- Create an account on the site
- Complete the Application for your child/children – have ready:
  - Payment Forms: Check, or Credit Card;
    - Check - Input the routing number into TADS and the money will be debited from your account.
    - Credit Card - There will be a 3% processing fee for credit cards.
  - Birth Certificate: fax, upload, or mail to TADS
  - Physician and Dentist Information/Forms
  - Vision exam forms
  - Emergency Contacts
  - Preferred Hospital
  - Medication & Allergy Information

Students enrolling in grades 2 through 8 must also bring the following to the office:

- Copy of the last Report Card
- Copy of the last Achievement Test
- Pre-enrollment Test: Date and time for test \_\_\_/\_\_\_/\_\_\_ \_\_:\_\_\_
- Signed RELEASE OF RECORDS from former school

St. John's adheres to the State of Illinois Guidelines for age cut off:

- **Pre-School/ Pre-Kindergarten:** Must be at least 3 or 4 years of age by September 1<sup>st</sup> and toilet trained before the first day of school.
- **Kindergarten:** Must be at least 5 years old by September 1<sup>st</sup>.

Family Interview:

- After all information is submitted, call the school office at 773.736.1196 to schedule the family interview with the principal. Parents and students are requested to be present.

Health Forms/Immunizations must be uploaded to TADS:

- **Medical Exams** are required for all students entering **Pre-School, Pre-Kindergarten, Kindergarten, 6<sup>th</sup> grade and all NEW Students**
- **Dental Exams** are required for students in **Kindergarten, 2<sup>nd</sup> grade, 6<sup>th</sup> grade and all NEW Students** (except Pre-School and Pre-Kindergarten)
- **Eye Exams** are required for students in **Kindergarten and all NEW students** (except Pre-School and Pre-Kindergarten)
- A **Sports Exam** is required for ALL participants in 1<sup>st</sup> through 8<sup>th</sup> grades (the new student medical exam is acceptable)

Additional Forms to bring to the Office (if applicable):

- Church Discount
- Extended Care Application

Please Note: All children are admitted on a probationary basis and are subject to review at the end of the first semester of attendance. Children are subject to be withdrawn from St. John's at the principal's discretion during the probationary period. Due process is not applied during the probationary period.