**ENROLLMENT AND FINANCES**

Any student and family who desire Christian secondary education are welcome to enroll. Martin Luther High School does not discriminate against any qualified student in admissions or in administration of its program for reasons of sex, race, religion or national origin. Students transferring from another high school must submit current transcripts to MLHS before official acceptance.

In order to enroll, an enrollment form and non-refundable deposit of $50.00 is required. Tuition is based on church membership of the family, with full Association members paying $4,490.00 for the first child and others paying $5,785.00 for their first child. For families not receiving any type of tuition aid a 25% reduction exists for each succeeding child enrolled at the same time from the same family. All families are required to fill out both a Contract/Information Form and a Commitment Form at the beginning of the school year for each student enrolled at MLHS.

Late Tuition Policy: In order for MLHS to meet its budgeted expenses every month it is essential for tuition payments to be made on time. If at any time during the school year a family is delinquent on payments for more than 30 days, a 5% surcharge will be applied to the balance past due. If a family is delinquent in excess of 60 days, a penalty shall be imposed as determined by the Board of Directors and may include, but not be limited to suspension from classes at the end of the semester. The Board also recognizes that circumstances beyond a family’s control may cause a financial hardship which prevents on-time payment of tuition. In such situations a family may present its case to the Board of Directors and the Board shall determine the outcome of such special cases.

A limited amount of financial aid is available to families who find it necessary. The financial aid guidelines are as follows:

1. The family must fill out and complete the TADS Application form/online by June 1st. These forms can be requested from the school office, forms can also be filled out on their website: [www.tuitionaid.com](http://www.tuitionaid.com). Only families that fill out the TADS application will be considered to receive assistance of any kind.
2. The student must be registered for the coming school year at Martin Luther High School.
3. Families who receive financial aid are still required to pay the calculated minimum portion of the tuition as well as all of the usual student fees. Tuition is based on church membership of the family, with full Association members paying a minimum of $1020.00 for the first child and others paying a minimum of $1,224.00 for their first child.
4. Past tuition delinquent families will be required to use the automatic withdrawal system (ACH) for future tuition payments.

In addition, the Minnesota South District has financial aid available to high school students who intend to pursue full-time church vocations. The District has its own application form, which may be obtained through the school office. The deadline for both financial aid application forms is June 1st.

Also, individual congregations may have financial aid available to their own students attending Martin Luther. Families should check with their individual pastors.

# **FEES**

All MLHS students pay an annual academic fee of $175. This covers all lab costs, other course supplies and workbooks. This fee also includes the purchase of a yearbook. There is also a $75.00 technology fee for all students. Seniors will pay an additional $50 graduation fee, which covers diplomas, graduation programs and speaker. PE t-shirts are required for PE class. The t-shirt is $13.00. Athletic fees are separate. Students participating in MLHS sports will pay a $65 athletic fee per sport. Students participating in football with GHEC will pay the fee directly to GHEC. All fees are due on registration days in August, families who do not pay their fees will be assessed an additional 5%.

Full-time senior PSEO students who plan on participating in graduation need to pay the graduation fee of $50.00 at the beginning of the year along with their academic fee of $175.00.

**TUITION PAYMENT POLICY**

At registration time, before school begins, all fees (according to the academic year) are due. Tuition payments may be made monthly, quarterly, semi-annually or paid in full at registration. Late fees will be accessed on your tuition account if tuition is not kept current.

Also, at registration, MLHS families negotiate for each student a "Parent/Guardian Enrollment Contract/Information Form". This legal agreement outlines school recourse for non-payment of tuition, such as withholding of school records or student suspension. All tuition and fees from a previous school year must be paid in full before classes can be attended in a new school year unless other arrangements have been made with the Board of Directors. A senior may not participate in the graduation service unless all school financial obligations have been satisfied.