

For Office Use Only

Interview Date

Placement Test Date

Algebra Mastery Test Date

Elementary School Records Date Received

Welcome Letter Date Sent

**Mission Statement:**

*The mission of Mayer Lutheran High School is to prepare the next generation of Christian leaders.*

**Vision:**

*Mayer Lutheran High School is a vibrant Christian community engaged in maximizing potential.*

**Who We Serve:**

*Mayer Lutheran High School is the clear choice of all families who want their children to be Biblically-grounded leaders.*



305 5th Street NE

Mayer MN 55360

Phone: 952.657.2251

Fax: 952.657.2344

Website: [www.lhsmayer.org](http://www.lhsmayer.org)

Email: [info@lhsmayer.org](mailto:info@lhsmayer.org)

Preparing the Next Generation of Christian Leaders

# Registration Booklet



305 5th Street NE Mayer MN 55360 ~ 952.657.2251 ~ [www.lhsmayer.org](http://www.lhsmayer.org)

2011-2012



Last Name

First Name

Grade

Preparing the Next Generation of Christian Leaders

**TUITION**  
\$8,650

The following Lutheran congregations are full members of the Mayer LHS Association and financially support its ministry with a substantial subsidy to the annual school budget. Students who are members of these congregations receive an \$1,800 tuition discount: St. John's Chaska, Zion Cologne, Emanuel Hamburg, Zion Mayer, Trinity Waconia, & St. Paul's Watertown.

The following congregations are affiliated members of the Mayer LHS Association and receive a partial discount on tuition: Our Savior's Excelsior, St. John's Young America & St. Mark's New Germany receive a \$900 discount. St. Peter's Watertown, St. John New Germany & St. James Howard Lake receive a \$450 discount. The discount will be applied to your account upon receipt of the completed Financial Agreement Form.

**APPLICATION FEE**

Application Fee of \$200 (non-refundable) is required at the time of application. A \$100 discount will apply if paid before Feb. 28, 2011.

**REGISTRATION FEE**

Registration fee of \$610. A \$100 discount will apply if paid before April 28, 2011. The non-refundable Registration Fee covers technology, textbooks, instructional costs, teaching supplies, communications, student admission to school events and transcripts.

**ATHLETIC FEE**

\$210 registration is due on or before the following dates:  
Fall Sports—August 19, 2011  
Winter Sports—November 28, 2011  
Spring Sports—March 23, 2012  
Registrations received after these dates are \$225 per sport.

**CO-CURRICULAR** (other than sports)

\$105 per child, per activity. This fee is due at the time the roster is established. Late registration fees will be \$120. (non-refundable)

**BUS FEE**

All bus fees are annual charges, which may be paid by semester ½ due Sept. 1 and ½ Jan. 1.

- Annual Bus Fee—Both Ways \$1,015; One Way \$715; family two-way \$1,395.
- Students may utilize the bus service for a monthly charge of \$180.
- Emergency Bus Use—\$8 per ride per student. There will be no charge for residents of District #111 (Watertown) and #110 (Waconia).

Communities or public school districts in which school bus services is available, as needs dictate, currently are: Chanhassen, Chaska, Delano, Glencoe, Lester Prairie, Mound, Norwood Young America, Watertown, Waconia, Winsted, Howard Lake, Wayzata.

**OTHER FEES**

- Graduation Fee (seniors only) -\$100
- Noon Lunches - \$2.75 (subject to change)
- Returned Bank Items – \$20 per item
- Late Payment Fees – \$25 per item

**TUITION ASSISTANCE**

MLHS has approximately \$160,000 of scholarship monies for needy families which will be dispersed for the 2011-12 school year. Tuition Assistance is awarded to families based on need according to Tuition Aid Data Services (TADS) recommendations.

If you would like to apply for tuition assistance, please use the TADS online application at [www.mytads.com](http://www.mytads.com) or to request a paper application, call 1-800-884-8237. Your application is submitted to TADS and recipients are notified by mail of grant approval. The tuition assistance deadline is February 28, 2011. Note—you will need your 2010 tax information to complete your application.

**TUITION PAYMENT PLAN**

Four payment plans are available for paying tuition. All other applicable fees need to be paid according to noted deadlines. Please select your choice at the time of registration. Quarterly, 10 month, & 12 month plans will be on an EFT Deposit Program.

**TUITION & FEES POLICY**

Tuition and fees are to be paid according to the payment plan selected. Late or delinquent payment of tuition can result in fines or dismissal from school. Transcripts & diplomas cannot be issued for students with accounts in arrears.

**Refunds:**

- Annual Payment Plan  
Tuition is payable on or before Aug. 1, 2011.
- Semester Payment Plan  
Tuition is payable twice a year. Due on or before August 1, 2011; January 1, 2012.
- Quarterly Payment Plan  
Tuition is payable four times a year. Due on or before Aug. 1, Nov. 1, 2011; Jan. 1, April 1, 2012.
- 10 Month Payment Plan  
Tuition is payable ten times a year due the 1st of every month, starting Aug. 1, 2011 through May 1, 2012.
- 12 month Payment Plan  
Tuition is payable twelve times a year due the 1st. Of every Month, starting Aug. 1, 2011 through July 1, 2012.

**TUITION & FEES POLICY**

Tuition and fees are to be paid according to the payment plan selected. Late or delinquent payment of tuition can result in fines or dismissal from school. Transcripts & diplomas cannot be issued for students with accounts in arrears.

**Refunds:**

Application Fee— non refundable	
Registration Fee— non-refundable	
Tuition— a written statement is required to withdraw your student from school and also to request a refund of tuition.	
Tuition Refund Schedule:	
<u>Withdraw Date</u>	<u>Refund</u>
During 1st Quarter	3/4 of Tuition
During 2nd Quarter	1/2 of Tuition
During 3rd Quarter	1/4 of Tuition
During 4th Quarter	None

**POLICY REGARDING ENROLLMENT**

Mayer Lutheran High School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students of the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, scholarships

Parent's Volunteer Survey

2011–2012

Name \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

**Athletics**

- Snack Shack
- Sell Tickets
- Announce/Run Scoreboard
- Sell SpiritWear
- Event Support

**Booster Club**

- President
- Vice President
- Snack Shack Coordinator
- I can help by project
- I am interested in Booster Club, but I need more information

**Drama**

- Sew Costumes
- Make- Up/Hairstyling
- Set Design/Construction

**Supervision**

- Before School Media Center 7:45 - 8:15 AM
- After School Media Center 3:15 - 4:15 PM

**Teacher Assistance**

- Read to Students (tests, class materials, etc.)
- Administer Tests to Special Needs Students
- I would like to know more about the Student Activities Team (SAT)

**General**

- Moms In Touch
- Help with Mailing Projects
- Assist Office Staff

I am interested in helping with

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Future Plans

Briefly explain your college plans or post graduation goals.

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## Activity Interest Survey

**Please check the activities that interest you.**

- |   |   |
|---|---|
| <input type="checkbox"/> Football                 | <input type="checkbox"/> Swimming                                     |
| <input type="checkbox"/> Baseball                 | <input type="checkbox"/> Speech                                       |
| <input type="checkbox"/> Cross Country            | <input type="checkbox"/> Yearbook                                     |
| <input type="checkbox"/> Basketball               | <input type="checkbox"/> Chancel Drama                                |
| <input type="checkbox"/> Softball                 | <input type="checkbox"/> Jazz Band (curricular*) Instrument _____     |
| <input type="checkbox"/> Wrestling                | <input type="checkbox"/> Jazz Band (co-curricular) Instrument _____   |
| <input type="checkbox"/> Soccer                   | <input type="checkbox"/> Wind Ensemble (curricular*) Instrument _____ |
| <input type="checkbox"/> Track                    | <input type="checkbox"/> Concert Choir (curricular*)                  |
| <input type="checkbox"/> Golf                     |   |
| <input type="checkbox"/> Volleyball               |   |
| <input type="checkbox"/> Chess                    |   |
| <input type="checkbox"/> Bowling                  |   |
| <input type="checkbox"/> Stem Club/Robotics       |   |
| <input type="checkbox"/> Joyful Noise             |   |
| <input type="checkbox"/> Drama                    |   |
| <input type="checkbox"/> Pep Band                 |   |
| <input type="checkbox"/> Dance                    |   |
| <input type="checkbox"/> Quiz Bowl/Knowledge Bowl |   |

How much time do you spend on homework per day?

30 Minutes

60 Minutes

90 Minutes

More than 90 Min.

### **Step One:** Parents Submit *Application for Enrollment* Including:

Initial *Application for Enrollment* form and *Records Release*  
Non-Refundable Application Fee (\$200); before February 28, 2011 (\$100)

### **Step Two:** Parents submit forms, schedule student interview & Placement Test

MLHS sends a **Registration Booklet** to each applicant.

The **Financial Agreement** will be mailed separately from the business office.

- Registration Booklet & Financial Agreement **must be completed** and submitted to MLHS prior to or at the student's interview.
- Parents submit **Registration Fee of \$610.** (\$510 before **April 28, 2011**)  
(The Registration fee must be paid in order for a student to be considered enrolled.)
- MLHS collects latest records from student's current school.
- MLHS holds an *Interview* with the student and parents at a time selected by the family.

Parents, please call Renae Johnson at 952.657.2251 x222 to reserve your interview appointment date & time.

**Each interview will last approximately 1/2 hour and the interview will take place between the hours of 5 & 8PM for Tue. & Thur. dates. The Sat. dates the interviews will be between 9 & 11AM.**

Tues.	Thur.	Thur.	Thur.	Tues.	Sat.
<b>March 22</b>	<b>March 24</b>	<b>April 14</b>	<b>April 28</b>	<b>May 3</b>	<b>May 7</b>

- Parent schedules a student *Placement Test*. Please call Renae Johnson at 952.657.2251 x222 to reserve a date for the *Placement Test* and the *Algebra Mastery Test*.

<b>March 5, 9:00 AM-12:00 PM</b>	<b>March 12, 9:00 AM-12:00PM</b>
<b>April 14, 6:00 PM-9:00 PM</b>	<b>April 16, 9:00-12:00 PM</b>

**Algebra Mastery Test: *May 21, 6:30- 8:00 PM* or *May 23, 9:00-10:30 AM***

This optional math test is offered to students who would like to take Geometry their freshman year.

#### Information regarding Financial Assistance

Tuition Assistance Data Services (TADS) Forms (if applying for financial aid)

You may apply for student aid online at [www.mytads.com](http://www.mytads.com). For a paper form call 1-800-884-8237. Completed Financial Assistance Forms are sent directly to TADS.

If you have questions about this procedure, please call our business office.

#### IMPORTANT DATES:

- \* **(TADS)** Tuition Assistance Application deadline is **February 28, 2011.**
- \* Tuition Assistance award letters will be sent to families before **April 1, 2011.**
- \* The non-refundable **APPLICATION FEE** is required for a student to be considered for enrollment \$200.00. (\$100 Before **February 28, 2011**)
- \* The non-refundable **REGISTRATION FEE** is \$610.00. (\$510 Before **April 28, 2011**)



**And to refrain from:**

- consume large amounts of bandwidth (i.e. downloading large or an excessive number of files, streaming video viewing, etc...) without permission.
- copying or transferring any copyrighted software on workstations or on the network without appropriate permission.
- intentionally introducing a virus on a workstation or on the network.
- using the computer or other electronic devices to annoy, hinder or harass other users here or outside MLHS via electronic means.
- obscene, abusive, or threatening language, or printing/downloading such text or images, using appropriate language in all communications instead.
- downloading of files, including MP-3 files, video clips, etc. for non-school use.
- playing games on any school-owned computer, server or network system.
- drinking or eating within the proximity of the schools technology is prohibited.
- Accessing social networking sites (i.e. Twitter, Face Book, etc...)

**Students will:**

- courteously quit applications and log off the network appropriately.
  - courteously remember not to use finite resources wastefully, including access time on the network.
  - use e-mail access responsibly and conservatively, saving personal communication for after school time as resources are available, and remember that “chat” is not allowed.
- report any equipment damage or problems using equipment or software to the teacher in charge, and make no attempt to “fix” it.

**VI. PENALTIES**

If a student violates any provisions of the school policy, the student:

- will be denied access to all MLHS computer facilities, equipment, and software for the specified period of time, up to the remainder of the school year. Therefore, when class assignments require the use of MLHS computer equipment and/or software, the student must make alternative arrangements for completing the assignments.
- may be assigned to detention or suspended from school for a period of time, at the discretion of the appropriate administrator.
- may be removed from the class in which the violations occur if the majority of class assignments are centered around the computer.
- will be held responsible for the costs of repair and/or replacement of hardware or software damaged intentionally.

**VII. ACKNOWLEDGEMENT AND SIGNATURES**

I, (print student’s name) \_\_\_\_\_, have read and understand the ACCEPTABLE USE POLICY for Mayer Lutheran High School and agree to abide by its terms. I understand that the penalties will be applied to any violation of the rules on the first offense. I also understand that I will be held responsible for the costs of repair and/or replacement of hardware or software intentionally damaged. The terms of this agreement apply for the duration of my enrollment at MLHS.

Signed \_\_\_\_\_ Date \_\_\_\_\_

As the parent or guardian of (print student’s name) \_\_\_\_\_, I have read the ACCEPTABLE USE POLICY for Mayer Lutheran High School and understand that this is designed for educational purposes. I know that it is possible that my student may find information on the Internet that is not appropriate, even though the school does try to block those materials. I understand that the penalties will be applied to any violation of the rules on the first offense. I also understand that I will be held responsible for the costs of repair and/or replacement of hardware or software intentionally damaged. I understand that the terms of this agreement apply for the duration of my child’s enrollment at MLHS.

Signed \_\_\_\_\_ Date \_\_\_\_\_

***Failure to sign and return this form will relinquish your child’s right to use the computer, network, and Internet services at Mayer Lutheran High School.***

# Family Information - Parent Questionnaire

1. What are your child’s academic strengths? Weaknesses?

\_\_\_\_\_  
\_\_\_\_\_

2. Describe your child’s special interests, talents, and abilities.

\_\_\_\_\_  
\_\_\_\_\_

3. Please explain your involvement with your child’s daily homework assignments/activities.

\_\_\_\_\_  
\_\_\_\_\_

4. Did you select MLHS for your child or did you leave that decision up to your child?

\_\_\_\_\_  
\_\_\_\_\_

5. Should the school be aware of any medication your child is currently taking? \_\_\_\_yes \_\_\_\_no

If so, please explain. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(If you checked “yes” on question 5, please complete *An Authorization For Administration of Medication During The School Day Form*. Contact the school office to request a form or download it from the website.)

6. Has your child received any counseling in the past two years? If so, please explain.

\_\_\_\_\_  
\_\_\_\_\_

If parents are divorced or separated, who has legal custody of the child? \_\_\_\_\_

Who has physical custody? \_\_\_\_\_

Please outline visitation rights, in cases of emergency \_\_\_\_\_

Please list the church your family attends \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Please list the names of Pastors and Youth workers at your church \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Has your child been baptized? \_\_\_\_\_ Date \_\_\_\_\_

All mailing will be sent to the student’s primary address. If duplicate mailings are required, please indicate the name and address of the person to whom they should be sent.

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip Code \_\_\_\_\_

# Student Emergency & Field Trip Information

Student Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address, City/State/Zip \_\_\_\_\_  
 Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_ Grade 9 Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Parent Name \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 Parent Name \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 E-Mail Address \_\_\_\_\_ Home Congregation \_\_\_\_\_  
 Emergency Contact \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship to Student \_\_\_\_\_

My child has permission to ride the bus and participate in all school-sponsored field trips and activities  Yes  No

Parent Signature \_\_\_\_\_

## AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT OF A MINOR

I, \_\_\_\_\_ being the parent or legal guardian of \_\_\_\_\_,

give my consent for emergency medical and surgical treatment of this minor by a licensed Minnesota physician, hospital, or rescue squad should his/her condition so require it in my absence. I acknowledge that Mayer Lutheran High School does not have any licensed medical personnel on staff, but I give the employees and agents of the school my permission to act in accordance with their best judgment and ability in any emergency situation. I hereby agree to release and indemnify Mayer Lutheran High School and its employees and agents from any and all claims or other liability relating to any injuries or damages to my child as a result of actions or failure to act regarding the specific illness, condition, or injury including any form of negligence.

Medical Insurance Company \_\_\_\_\_

Policy Number \_\_\_\_\_ Phone Number \_\_\_\_\_

### ALLERGIES OR MEDICAL CONCERNS

\_\_\_\_\_  
 \_\_\_\_\_

Parent Signature \_\_\_\_\_

PLEASE READ THE FOLLOWING STATEMENTS AND INITIAL IN THE APPROPRIATE SPACES

### CHRISTIAN EDUCATION

We agree to support and cooperate with Mayer Lutheran High School in its program of Christian Education. Parent Initial \_\_\_\_\_

### SCHOOL POLICIES

We will abide by all policies, rules, and regulations, striving to be a supportive part of the Christian Community of students and teachers as we work together in God's name. Parent Initial \_\_\_\_\_

### PHOTO PUBLICITY RELEASE

I hereby grant permission for any photographs or publicity involving my child, while a student at Mayer Lutheran High School, to be used in connection with publicity of Mayer Lutheran High School.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

# Technology Acceptable Use Policy

The use of computer services at Mayer Lutheran High School (MLHS) is a privilege, not a right. Students are expected to make responsible, ethical, and appropriate use of computers, other electronic devices, and information services, such as the Internet, at all times. Network and computer services include use of personal electronic devices, personal computers, and school computers, electronic devices, peripherals, use of the Internet, use of e-mail, and use of all associated software. Students should realize that these services are finite and costly and that such things as time, money, and hardware are wrongfully restricted or appropriated when these services are abused.

## COMPUTER USAGE

### *Copyright Rules and Regulations*

1. Everyone using MLHS computer facilities and equipment is expected to adhere to the provisions of Public Law 96-517, Section 7(b) with regard to copyrighted software. (Summary available)
2. No one may use unauthorized copies of any software on computers at MLHS. In addition, no software may be brought in and used on any computers.
3. No one may enter, use, copy, alter, or tamper with computer files, settings, user login or software belonging to another person or the school without the expressed permission of the owner, assuming such permission is appropriate and ethical.
4. Theft or willful/irresponsible damaging of any computer facilities, equipment, or software belonging to MLHS is not permitted or tolerated. Vandalism is defined as any malicious attempt to harm or destroy hardware, software, or the data of another user, Internet, or any of the above listed agencies or other networks that are connected to MLHS or any of the associated hardware or software.
5. No unauthorized person may use equipment, software, security passwords, or access codes belonging to the school to access or attempt to access data files, a network, or data systems either local or in remote locations.
6. Anyone witnessing the violation of any of the above provisions is expected to report the violation to the person in charge at the time of the violation or to the appropriate administrator.

## INTERNET CONDITIONS, RESPONSIBILITIES, AND REGULATIONS

The use of Internet and related technologies must be in support of education and research and consistent with the educational objectives of Mayer Lutheran High School. Use of other organizations' networks or computing resources must comply with the rules appropriate for these networks. Students desiring Internet privileges must have an Acceptable Use Agreement signed by both a parent and the student on file in the MLHS office.

### *Unacceptable Use*

Transmission of any material in violation of any U.S. or state board laws is prohibited. This includes, but is not limited to, copyrighted materials, threatening, violent or obscene material, or material protected by trade secret. Use of technology for commercial activities, product advertisement, political lobbying, game playing, unauthorized "chat," bulletin boards, or chain letter communication without permission is prohibited. In general, the use of technology resources should be consistent with living out our Christian faith.

## SECURITY

Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a teacher or administrator. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to login to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet. Never give out your name, address, phone number, etc. over the Internet.

## WARRANTIES

Lutheran High School makes no warranties of any kind, whether expressed or implied, for the service it is providing. Mayer Lutheran High School will not be responsible for any damages individuals suffer, including loss of data due to equipment failure or user error or omission. Because access to the Internet provides connections to other computer systems located all over the world, Mayer Lutheran High School cannot control the content of the information available in them. Use of any information obtained via Internet is at the user's own risk. Mayer Lutheran High School specifically denies any responsibility for the accuracy or quality of information obtained through its services.

## **USER RESPONSIBILITIES: Students take the responsibility to:**

- adhere to the school's computer/Internet policy as indicated above without exception or deviation.
- respect the privacy of all information on the network and on individual computers, and not attempt to read, delete or modify files belonging to other users, nor attempt to gain unauthorized or illegal access to resources here or elsewhere.