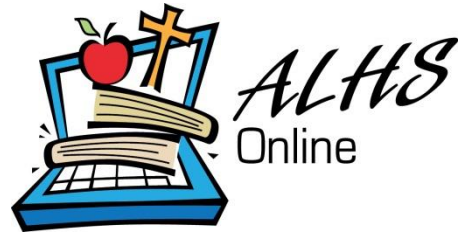


Association for Lutheran High Schools Online (ALHS Online)
Registration Form:
Fall and Spring Semesters, 2015-2016



Instructions for Completion

1. Please **TYPE** or **PRINT** clearly.
2. Complete this form and submit it to the MLHS Guidance Center with a non-refundable **registration fee of \$20.00 per course, per semester** to:

(Make checks payable to MLHS online)
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3. The **\$20 registration fee** per course, per semester, counts toward the **\$250 tuition** cost. The balance of the tuition, **\$230**, for each course, each semester, is due two weeks prior to the day the course begins, but you may include the entire **\$250** cost at registration time to save processing time.
4. Registration deadlines are **August 1** for fall semester, and **December 1** for spring semester courses. Late registrations are accepted up until the start of classes, but might be charged a \$20.00 late registration fee.

Essential Information (Please **type** or **print** clearly.)

Date: _____ Grade when course(s) will be taken: 9__ 10__ 11__ 12__

Student's full name: _____
(first) (middle initial) (last)

Address _____ City _____ State ____ Zip _____

Male _____ Female _____ Date of birth: __/__/__ (mm/dd/yy)

Preferred phone number: _____
area code + 7 digit number

Parents' or guardians' name _____
(first) (last)

Parent's email address: (type or print very clearly) _____

Student's email address: (type or print very clearly) _____

School you are currently attending: _____
Name of school City State

2015-16 Registration for Courses – List course title(s) in the table

Fall Semester	Spring Semester

Signatures

 Student

 Mr. Joel Ungemach – Asst. Principal Dean of Academics

 Parent

 Department Chair – Required for AP Classes Only

 Mrs. Julie Nass – Registrar & Guidance Director

Registration Process:

1. A student completes the form, gets a parent/guardian signature, and obtains approval and signature from the appropriate school official.
2. Student/parent writes a check for the registration amount of \$20 per course, per semester, payable to MLHS. (Full tuition payment, **\$250** per course, per semester, may be sent in with the registration form to save processing time and postage.)
3. Deadline dates:
May 27 – Registration Form and \$20/per class deposit due to Guidance Center
August 1 – First Semester full payment per course due to Guidance Center
December 1 – Second Semester full payment per course to Guidance Center
4. Student, parent, or high school mails the registration form and check to:
MLHS Guidance Office
Julie Nass
4045 Lancer Circle
Manitowoc, WI 54220
5. ALHS Online administrator, Dr. James Grunwald, processes the registration materials at ALHSO.
6. Dr. Grunwald will contact students/parents and/or schools regarding registration confirmation, payment of tuition balances, and other pertinent information.
7. Any questions can be directed to Dr. Grunwald at grunwajr@mlc-wels.edu or Mrs. Nass jnass@mlhslancers.org

More info:

www.ALHSO.org