



# LUTHERAN NORTHWEST

## APPLICATION PROCESS

[www.LutheranNorthwest.com/apply](http://www.LutheranNorthwest.com/apply)

Follow the steps below to apply for Lutheran Northwest!

**NEW** and **TRANSFER** students need to complete the application to register. **INTERNATIONAL** students interested in applying, please contact the Lutheran High School Association office at 248-856-0240 or email Julie Hoegeman at [Jhoegeman@lhsa.com](mailto:Jhoegeman@lhsa.com) or Sandy Irwin at [sirwin@lhsa.com](mailto:sirwin@lhsa.com)

### 1. APPLY



Follow the link ([lhsa.myschoolapp.com](http://lhsa.myschoolapp.com)) to create a new LHSA portal account and apply. Upon completing the application, you will be prompted to pay the non-refundable application fee based on the schedule below. Your new LHSA portal username and password will also be used to pay tuition once the application process is complete.

#### Application Fee Schedule:

- **\$150** through 1/31
- **\$200** through 2/28
- **\$250** through 3/31
- **\$300** through 4/30
- **\$350** beginning 5/1
- **\$350 + Applicable Tuition** beginning 6/1

### 2. CHECKLIST



By creating an account and completing your application, your new username and password provide you access to the LHSA portal (*which will later be used to pay tuition*). After completing the application, you will be assigned a checklist. Some of these items may include:

**Student Recommendation Form** – During the registration process, you will be prompted to email a fillable recommendation form to an administrator or teacher from the candidate's previous school.

**LCMS Congregational Support Form** (*optional*) – Lutheran Church Missouri Synod (LCMS) member churches independently support their students. If you are a member of a supporting LCMS congregation, you will be prompted to send an email form to the church office during the checklist process.

**LCMS Church Worker Verification Form** (*optional*) – LCMS church workers may qualify for a tuition discount.

**Financial Aid Application** (*optional*) – Families may apply for financial aid at the same time that they apply for admission, but this must be through the BlackBaud website at this link (<https://studentfinancialaid.blackbaud.school>). Financial aid decisions will not be considered without required documentation (W-2 and 1040's). The deadline is typically April 15th, but a financial aid application can be completed at any time.

- **The BlackBaud Financial Aid ID for Lutheran High Northwest is 12937.**

### 3. ADMISSION



Admission decisions are made after the candidate's application and student recommendation form have been reviewed. Once a decision has been made, you will be notified to check the LHSA portal using your username and password.

### 4. CONTRACT



Upon acceptance, the completed contract will be available within your LHSA portal account. You will now be able to select your payment plan and payment due date from the following options:

- **12 Month Plan** – June - May– *Due Dates of the 5th, the 10th, or the 25th*
- **11 Month Plan** – July - May– *Due Dates of the 5th, the 10th, or the 25th*
- **10 Month Plan** – July - April– *Due Dates of the 5th, the 10th, or the 25th*
- **10 Month Plan** – August - May– *Due Date of the 5th*
- **2 Month Plan** – August & January (*Pay by the semester: August 5<sup>th</sup> & January 5<sup>th</sup>*)
- **1 Month Plan** – August– (*Pay in full on the 5<sup>th</sup>*)

If you have questions, please contact us by phone 248-852-2667 or email [LutheranNorthwest@LHSA.com](mailto:LutheranNorthwest@LHSA.com)