



# Abiding Savior Lutheran Church & School

23262 El Toro Road, Lake Forest, CA 92630

abidingsavior.com | f: abidingsaviorlakeforest | ig: abidingsavior

Dear Abiding Savior Parents/Guardians,

We extend our gratitude for entrusting us with your child's education and for contributing to the warm sense of community that defines Abiding Savior. We believe that one of the greatest gifts a parent can give to their child is consistency and a strong foundation filled with genuine love, and we are dedicated to fostering these values within our school.

As we look towards the future, our vision remains unwavering in our commitment to providing excellent Christian education in this community. The well-being and growth of our students, both academically and spiritually, continue to be our top priorities. Our faculty and staff are deeply committed to ensuring that every student experiences the loving grace of our Lord and Savior.

In pursuit of academic excellence, we continuously engage in professional development to implement the best practices on our campus, preparing our students for the challenges and opportunities of the 21st century. We are proud to offer a curriculum that not only focuses on intellectual growth but also emphasizes moral and spiritual development.

Enclosed herewith are the new tuition rates for the upcoming academic year. Abiding Savior's commitment to providing a valuable education that aligns with its offerings remains unwavering, solidifying our position as the best value in our area. Tuition increases play a crucial role in sustaining various aspects of our educational framework. These funds are vital for supporting the salaries and benefits of our dedicated faculty and staff, ensuring that we continue to attract and retain top-notch educators. Additionally, they contribute to enhancing our curriculum and providing necessary supplies, ensuring a rich and comprehensive learning experience for our students. Beyond the classroom, these increases are essential in supporting the indispensable services offered by SEEDs and the Student Success Center. These services set Abiding Savior apart, as they go beyond conventional offerings in our area. We take pride in providing resources that empower our students in ways that many other schools simply do not. Moreover, we have made strategic investments in enhancing security and technology infrastructure. This commitment ensures a safe and modern learning environment, aligning with our dedication to the holistic well-being of every student.

To streamline the re-enrollment process, we have implemented Continuous Enrollment. As a current student, your enrollment seamlessly carries forward from one academic year to the next. The non-refundable registration fee will be billed in two installments through FACTS on February 28 and May 16 unless we receive notification in writing otherwise by February 19, 2024.

We invite you to participate in the **Continuous Enrollment Registration Raffle by returning the agreement form by February 8, 2024**. While not obligatory for re-enrollment, it offers a chance to take part in an engaging raffle experience.

The future gleams brightly for Abiding Savior, and your partnership is invaluable in instilling a growth mindset for success in your child.

If you have any questions or concerns, please feel free to contact me or Yesi Naber, Admissions Director.

Blessings,

Mrs. Donna Lucas, M.Ed.

*Joyfully and intentionally make and nurture disciples who make disciples*

Rev. Glenn A. Lucas  
Senior Pastor

Donna Lucas  
Elementary School Principal

Celeste Cisna  
Preschool Director

Church (949) 830-1460 • Elementary School (949) 830-1461 • Preschool (949) 837-4292



# TUITION AND FEES

## Transitional Kindergarten – 8<sup>th</sup> Grade

### 2024-2025

	Transitional Kindergarten	Kindergarten Half Day	Kindergarten Full Day	Grades 1-4	Grades 5-8
Tuition	\$6,300	\$6,300	\$9,200	\$9,600	\$9,950
Registration Fee	\$450	\$525	\$525	\$675	\$675

*\*These are the cash prices*

### REGISTRATION FEE

- **NON-REFUNDABLE. NON-TRANSFERABLE FEES.**
- Covers fixed costs such as teaching materials, textbooks, student workbooks, emergency supplies, student insurance, Field Day, Art Masters, and school yearbook.

### FAMILY DISCOUNTS

Tuition Discounts are available to families who have two or more children enrolled in our school. Please contact Mrs. Lucas, Principal, to discuss the available options.

### PAYMENT OPTIONS

Tuition is an annual charge but may be paid in full or divided into equal monthly payments.

- **Option A:** Payment in Full with a **3%** early payment discount if paying by cash or check – due by June 28, 2024.
- **Option B:** 12-month payment plan, with the 1st payment due in June 2024 and continuing through May 2025.
- **Option C:** 10-month payment plan, 1st payment due in June 2024 and then September 2024 through May 2025.

### TUITION PAYMENT

- All tuition payments are processed through FACTS Management, allowing for automatic deductions from a designated checking account, savings account, debit card, or credit card. Please note that a convenience fee applies to credit card payments.
- In addition to tuition payments, incidental charges, such as extended care and other fees, will be billed by the 10th of the following month through the FACTS Incidental Billing program.
- Monthly tuition payments are due by the 20th of the month.
- Late payments and dishonored payments will incur a fee. Refer to the Parent-Student Handbook for specific details.
- If your child's start date is after September 16, 2024, the annual tuition will be pro-rated based on the number of days your child is enrolled, with payments divided into equal monthly installments.
- Final tuition payments, including those for children, starting after the first day of school, must be settled by May 20, 2025. Additionally, any extended care and incidental charges incurred after that date should be addressed by June 20, 2025.
- Families will need to review and set up their tuition plan on FACTS annually.

### MID-YEAR ENROLLMENT

For students enrolling at any time after the first day of school, tuition will be pro-rated based on the remaining days in the school year. There are no adjustments made to Registration Fees.

### WITHDRAWAL POLICY

- To terminate enrollment, parents are required to notify the Principal in writing. In the case of student withdrawal after registration, all accounts must be settled to and including the month in which the student is withdrawn.
- Please be aware of the following financial policies:
  - Refund Policy - There are no refunds on previously paid tuition installments, including payments made from June through August. If the full year was paid in advance, only the equivalent remaining installments are refundable. Withdrawals made before the first day of school will result in non-refundable payments for June through August.
  - Refund Deadline - No refunds of any kind will be issued after March 1st of the current school year.
  - Account Clearance - Report Cards and school records will not be released until all accounts are current.
  - FACTS Account Inactivation - A student's FACTS account will be inactive 30 days from the written notice of withdrawal.



<b>January 23</b>	The initial letter for automatic Continuous Enrollment, containing information for TK through Grade 8, has been sent via email.
<b>February 1</b>	<ul style="list-style-type: none"> <li>• Continuous Enrollment Raffle begins. It is not necessary to participate in the raffle.</li> <li>• To enter the raffle, kindly submit the Continuous Enrollment Registration Fee Agreement form to the school office.</li> <li>• Financial Aid Applications may be submitted through FACTS. Your tuition account must be current/in good standing to apply.</li> </ul>
<b>February 8</b>	Continuous Enrollment Raffle ends.
<b>February 19</b>	Any changes to enrollment plans must be submitted to Mrs. Lucas, the admissions office, or the school office.
<b>February 29</b>	Half of the registration fee will be billed in FACTS.
<b>March 29</b>	Financial Aid application deadline.
<b>May 15</b>	<ul style="list-style-type: none"> <li>• The remaining registration fee will be invoiced through FACTS.</li> <li>• <b>After this date, the registration fee will increase by \$100 per child.</b></li> </ul>
<b>June 1</b>	<ul style="list-style-type: none"> <li>• FACTS Tuition agreement and Gradelink students' profile updates are due.</li> <li>• If you intend to make changes to your scheduled payment through FACTS, please send a written notification to the school office at khorn@abidingsavior.com.</li> <li>• Notifications for changes must be submitted at least five business days before the scheduled payment date.</li> </ul>
<b>June 20</b>	<ul style="list-style-type: none"> <li>• First Tuition payment due for a 12-month payment plan (June 2024 – May 2025).</li> <li>• First Tuition payment due for 10-month payment plan (June 2024 then September 2024 - May 2025).</li> </ul>
<b>June 28</b>	Full tuition payment is due, and a 3% early payment discount is applicable when paying with cash or check.

*Note: The continuous enrollment process and timeline are reviewed and updated when appropriate.*

### **Registration Fee**

Non-refundable. Non-transferable.

### **Family Discount**

Tuition discounts are available to families who have two or more children enrolled in our school. Please contact Mrs. Lucas, Principal, to discuss the available options.

### **Ministry Discount**

Concordia University, Crean Lutheran High School, and Orange Lutheran High School Faculty Members – inquire at the admissions office about tuition discount rates available.



**Family Name** \_\_\_\_\_

**Children's Names:**

1. \_\_\_\_\_ **Grade** \_\_\_\_\_

2. \_\_\_\_\_ **Grade** \_\_\_\_\_

3. \_\_\_\_\_ **Grade** \_\_\_\_\_

4. \_\_\_\_\_ **Grade** \_\_\_\_\_

The registration fee **(NON-REFUNDABLE)** will be invoiced in two installments through FACTS:  
The first half is on February 29, 2024, and the second half is on May 15, 2024.

If you would like to make alternative arrangements, kindly inform us in writing by  
February 19, 2024, at khorn@abidingsavior.com.

**Please select the desired payment option and return it to the school office:**

\_\_\_\_\_ **OPTION 1:** Pay in Full – by February 29, 2024

\_\_\_\_\_ **OPTION 2:** (2) Payments – First Half due February 29, 2024  
– Second Half due May 15, 2024

\_\_\_\_\_ **OPTION 3:** (4) Equal Payments - due the 20th of February, March, April, and May

Check this box if you are an LCMS Ministry Worker – Location: \_\_\_\_\_

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

OFFICE USE ONLY	
_____ <b>RECEIVED BY</b>	_____ <b>DATE</b>



Active members of Abiding Savior Lutheran Church are eligible for a tuition assistance grant equivalent to the yearly tuition. An active member is defined as a communicant member of Abiding Savior Lutheran Church who attends church services at Abiding Savior at least 40% of the time.

This tuition assistance is made possible by the invaluable support of our active communicant members, who contribute to the church and school ministry through their time, talents, and offerings.

For families with more than two children enrolled in our elementary school, we offer tuition discounts. To explore the available options, please reach out to Mrs. Lucas.

To apply for the Active Member grant, kindly sign the application provided below and return it along with your registration forms and fee to the school office. Ensure you keep a copy of this page for your reference.

Grade	Full Annual Tuition	Member Grant Annual Tuition	Member Grant Monthly Tuition (Based on 12 equal payments)
Transitional Kindergarten (Half Day)	<b>\$6,300</b>	<b>\$5,670</b>	<b>\$473</b>
Kindergarten (Half Day Program)	<b>\$6,300</b>	<b>\$5,670</b>	<b>\$473</b>
Kindergarten (Full Day Program)	<b>\$9,200</b>	<b>\$8,280</b>	<b>\$690</b>
Grades 1-4	<b>\$9,600</b>	<b>\$8,640</b>	<b>\$720</b>
Grades 5-8	<b>\$9,950</b>	<b>\$8,955</b>	<b>\$746</b>

I am an active communicant member of Abiding Savior Lutheran Church and agree to attend services at Abiding Savior Lutheran Church at least 40% of the time and to support Abiding Savior Lutheran Church with my time, talents, and offerings. I understand that if I do not meet the attendance qualifications stated above, each trimester I will no longer be eligible for the Active Member Tuition Grant and will be charged the full rate.

**Name of Parent (please print):** \_\_\_\_\_

**Name of Students (please print):** \_\_\_\_\_

\_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**CHURCH OFFICE USE ONLY**

\_\_\_\_\_ The Grant is authorized.

\_\_\_\_\_ I would like to meet with this family before authorizing the Grant.

**Signature of Pastor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Abiding Savior Lutheran School offers Variable Tuition to qualified families on a first-come, first-served basis. Awards are determined by each family's financial needs based on an application and supporting documents provided by the family. Students receiving Variable Tuition are expected to maintain commendable academic standing and attendance, behavior, effort, and citizenship. The students and their families will support the purpose, mission, and core values of Abiding Savior Lutheran School and are encouraged to be involved in the life of the school community.

Financial Aid applications are available only online through FACTS.

**TO BE ELIGIBLE FOR FINANCIAL AID YOU MUST:**

1. **RETURNING STUDENTS AND PRESCHOOL FAMILIES** - Must have re-enrollment paperwork complete and the registration fee **(NON-REFUNDABLE)** paid before you can apply and receive any financial aid, and your tuition account must be in current/good standing.
2. **NEW STUDENTS** - The enrollment process must be completed, and the registration fee **(NON-REFUNDABLE)** must be paid before applying. Applicants who elect not to submit the registration fee with their aid application cannot be guaranteed a class seat and are subject to placement on a waiting list.
3. Submit only one Financial Aid application per household, regardless of whether you have more than one student or multiple students.
4. All supporting documentation must be uploaded to FACTS.
  - Copies of your 2023 Federal tax forms including all supporting tax schedules
  - Copies of your 2023 W-2 forms for both you and your spouse
  - Incomplete applications will be delayed in processing and will not be considered until all the information required by FACTS has been received.
5. There is a **\$40 application fee (non-refundable)** that will be requested by FACTS at the time of tuition assistance application submission.
6. Please **do not** return any information related to the financial aid process to Abiding Savior. Upon completion of your application, FACTS will contact you directly to confirm receipt. Should any information be missing or incomplete, you will be advised by FACTS.
7. Assistance is granted for a period of one school year. Under no conditions will assistance be granted beyond one year without a new application being filed.
8. Abiding Savior **does not meet full financial aid needs** and **no student's tuition is 100% covered**.
9. The deadline to apply to FACTS is **Friday, March 29, 2024**. Please note, there is one deadline for financial assistance. If you missed the deadline; you may still apply. However, late applications will only be processed if funds are available.
10. Financial Aid funds are applied only towards tuition. Families are still responsible for all other expenses, including registration fees, any material fees, optional student trips, and extracurricular fees (i.e., athletics fees), and should plan accordingly.
11. Tuition assistance will be provided on a pro-rated monthly basis and may be stopped, at the Financial Aid Committee's discretion, if the family is more than forty-five (45) days behind in tuition payments as stated in the Parent Handbook.
12. Please be aware that defaulting on tuition payments will lead to the loss of the grant. The responsibility will then be to pay 100% of tuition.
13. Financial aid awards and any/all other school discounts may not be combined.
14. At any time during the period of assistance if there is a change in the financial position of the recipient and the need for assistance ceases, it is expected that the school is notified so that the funding may be used for other applicants.
15. Abiding Savior does not discriminate based on race, color, nationality, or ethnic origin in administering financial assistance.
16. All awards should be kept in strict confidentiality between the school and parents. Failure to maintain confidentiality may result in a student forfeiting their award.

**NOTIFICATION:**

Notice of acceptance or denial will be emailed to applicants by April 30, 2024.

If you have any questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-315-9262, or contact Yesi Naber, Admissions Director, at ynaber@abidingsavior.com, or 949-830-1461 ext. 2113.



Refer a **NEW STUDENT TO ABIDING SAVIOR**, and you can **MAKE AN IMPACT**  
for them and **YOU!**

When a new family enrolls their child(ren) in  
ABIDING SAVIOR LUTHERAN SCHOOL

**WE WILL CREDIT YOUR TUITION**  
**\$750**

Complete the form below and have the new family submit the completed form with their New Student Application.

**NEW ENROLLING FAMILY**

Parent's Name		Student Name	
Grade		Phone #	
Email			

**REFERRING FAMILY**

Parent's Name		Student Name	
Phone #		Grade	
Email		Date Submitted	

**\*RESTRICTIONS APPLY:**

- To qualify, the referral program is limited to brand **NEW** students enrolling at Abiding Savior Lutheran School and does not apply to students returning or who have attended ASLS in the past.
- You will receive your tuition credit, issued upon the successful completion of the 1<sup>st</sup> trimester of the school year by the new student.
- The new family, and the referring family, must be current in their ASLS payments (tuition, extended care, incidentals) before credit will be applied.
- The tuition credit is non-transferable and has no cash value.
- Your tuition credit will be issued in February 2025\*.
- The referral program is for domestic students in grades TK-8, the referral program excludes I-20 students.
- \*\$750 credit cannot be used in conjunction with other grants, financial aid, or families receiving other tuition discounts. Those on grants financial aid or receiving other tuition discounts are eligible for a \$100 Scrip Card.
- Abiding Savior Lutheran Preschool is part of Abiding Savior Lutheran School; therefore, students in ASLP who enroll in the elementary school are **not** considered new.
- ASLS reserves the right at any time as its sole discretion to determine, vary, or change from time to time the terms and conditions of this offer without prior notice.

Principal Signature Approval

Date



EXTENDED SCHOOL-AGE CARE  
REGISTRATION FORM  
2024-2025

Family Name: \_\_\_\_\_

Student's Names:

1. \_\_\_\_\_ Grade \_\_\_\_\_ Options selected \_\_\_\_\_

2. \_\_\_\_\_ Grade \_\_\_\_\_ Options selected \_\_\_\_\_

3. \_\_\_\_\_ Grade \_\_\_\_\_ Options selected \_\_\_\_\_

OFFICE USE ONLY	
REC. BY _____	DATE _____
REC. BY _____	DATE _____

**REGISTRATION FEE**

\_\_\_\_\_ \$75.00 (per child). Paid at the time of enrollment.

- Fees are prorated over the course of the entire school year.
- You will be charged a \$25.00 service fee for switching options during the school year.
- Half Day Kindergarten - ESC is available to Half-Day Kindergarten students before school and on early dismissal days.

**PLEASE CHECK THE DESIRED OPTIONS**

**TRANSITIONAL KINDERGARTEN PLUS OPTIONS**

\_\_\_\_\_ TKA | 5 days/wk    \_\_\_\_\_ TKA-3 | 3 days/wk    \_\_\_\_\_ TKA-2 | 2 days /wk    \_\_\_\_\_ TKA-1 | Occasional use

**EXTENDED SCHOOL CARE OPTIONS**

**FULL TIME**

- B. \_\_\_\_\_ AM care, PM care until **4:30 pm**; includes all early dismissal days; full days off for teacher in-service and parent teacher conferences.
- C. \_\_\_\_\_ AM care, PM care until **6:00 pm**; includes all early dismissal days; full days off for teacher in-service and parent teacher conferences.

**PART-TIME**

- D. \_\_\_\_\_ AM care only – 7:00 am – 8:15 am
- E. \_\_\_\_\_ PM care only until 4:30 pm – includes all early dismissal days
- F. \_\_\_\_\_ PM care only until 6:00 pm – includes all early dismissal days

**OCCASIONAL USE HOURLY**

- G. \_\_\_\_\_ Occasional use care will be charged at a rate of \$17 per hour. Usage **will** exceed 4 times in one month and the registration fee applies.
- G-1. \_\_\_\_\_ Occasional use care will be charged at a rate of \$17 per hour. Usage **will not** exceed 4 times in one month and the registration fee does not apply. **NO REGISTRATION FEE IS REQUIRED.**

\_\_\_\_\_  
PARENT SIGNATURE

\_\_\_\_\_  
DATE

*Holidays are Non-School Days in which ESC will offer Holiday Camps. Holidays are not covered under the above plans/fees. Holiday Camp registration forms will be available approximately two weeks before each Holiday. Registration in advance is required.*

\_\_\_\_\_ Parent/Guardian Initials.



<b>REGISTRATION:</b>	<b>\$75 fee</b>	<b>By June 15 or new student</b>
<b>TK PLUS OPTIONS:</b>		
	<b>11:30 - 3:00 pm</b>	
TK A	5 days a week / \$2,200	Paid in 10 monthly installments beginning 8-15-24
TK A - 3	3 days a week / \$1,300	
TK A - 2	2 days a week / \$860	
OPTION A - 1: Drop-in Rate	\$55 per day	Based on space availability and director approval
<b>FULL TIME OPTIONS:</b>		
<b>OPTION B:</b>	<b>7:00 - 8:15 am 3:00 - 4:30 pm</b>	Includes all early dismissals, parent teacher conferences and in-service days
1st Child	\$2,110	Paid in 10 monthly installments beginning 8-15-24 - 1st child & 2nd child
2nd Child	\$1,900	
<b>OPTION C:</b>	<b>7:00 - 8:15 am 3:00 - 6:00 pm</b>	Includes all early dismissals, parent teacher conferences and in-service days
1st Child	\$2,955	Paid in 10 monthly installments beginning 8-15-24 - 1st child
2nd Child	\$2,655	
<b>PART TIME OPTIONS:</b>		
<b>OPTION D:</b>	<b>7:00 - 8:15 am</b>	
1st Child	\$955	Paid in 10 monthly installments beginning 8-15-24- 1st child & 2nd child
2nd Child	\$860	
<b>OPTION E:</b>	<b>3:00 - 4:30 pm</b>	Includes all early dismissals - 11:45 a.m.
1st Child	\$1,140	Paid in 10 monthly installments beginning 8-15-24 - 1st child & 2nd child
2nd Child	\$1,025	
<b>OPTION F:</b>	<b>3:00 - 6:00 pm</b>	Includes all early dismissals - 11:45 a.m.
1st Child	\$2,095	Paid in 10 monthly installments beginning 8-15-24 - 1st child & 2nd child
2nd Child	\$1,885	
<b>OPTION G:</b>		
Occasional use	<b>\$17 per hour</b>	Per hour or any part thereof per child.  <b>No registration fee required unless usage exceeds 4 times a month.</b>

Holidays are Non-School Days in which ESC will offer Holiday Camps. Holidays are not covered under the above plans/fees.

Holiday Camp registration forms will be available approximately two weeks before each Holiday. Registration in advance is required.