

## Students Entering 1<sup>st</sup> through 8<sup>th</sup> Grade

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### A. Steps for Current Bethel Students & Siblings<sup>2</sup> (See Note 1 if your student is not returning or you are not sure)

#### Step 1

**All current Bethel students** going into 1<sup>st</sup> through 8<sup>th</sup> grade will *automatically be registered/promoted in TADS to their next grade on Thursday, February 17*. Most information within each student's current TADS account will be copied over to his/her new school year at that time.

**<sup>1</sup>If your student will not be returning** to Bethel next year, or you aren't sure, you must let the office staff know before March 25 to avoid getting charged for the 2022-2023 registration and technology fees.

**<sup>2</sup>For a new student that is the sibling of a current Bethel student:** Log into your TADS account, click on the "Admissions" tab, and carefully follow the instructions to fully complete your application for the new student.

#### Step 2

After accounts are copied to the new school year, you need to log into your TADS account to review/verify your information and to confirm your student's enrollment for the 2022-2023 school year. You will need to:

- A. Review and verify your information (addresses, phone numbers, etc)
- B. Update your preferences (media/photo release, volunteer preferences, etc.)
- C. Review document requirements
- D. Arrange for registration & fee payments -  
All accounts will automatically be billed for registration (\$280) and technology (\$50) fees on Friday, March 25, 2022. Your payment/billing option include:
  - 1. Online via \*credit/debit card (\*TADS will charge a processing fee for credit/debit)
  - 2. Online bank payment (with routing & account number; no processing fee from TADS)
  - 3. Request an invoice be issued
  - 4. Cash or check payments – To avoid a late payment fee, turn into the school office before March 31, 2022.

## B. Steps for All New Students Entering 1<sup>st</sup> – 8<sup>th</sup> Grade

### **Step 1**

**Apply online:** A link to our TADS application system will be available on our school website ([www.bethellutheranschool.org](http://www.bethellutheranschool.org)) per the schedule below. The link will take you directly to the TADS online application page. Carefully follow the instructions to fully complete your application in our TADS registration system.

Schedule:

- Bethel Lutheran Church Members at 6:00 AM on Monday, Feb. 28
- All other new students at 6:00 AM on Monday, March 7

Payments for registration (\$280) and technology (\$50) fees are set up during the online application process. The payment/billing options include

1. Online via \*credit/debit card\* (\*TADS will charge a processing fee for credit/debit)
2. Online bank payment (with routing & account number; no processing fee from TADS)
3. Request an invoice be issued
4. Cash or check payments - must be turned in to the school office within fifteen (15) days, or your registration will be deemed incomplete.

### **Step 2**

Within two (2) business days, after applying online, you will receive communications from Bethel staff to walk you through the next steps of our student admissions process.