

## Students Entering Kindergarten

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### A. Registration Schedule & General Information

School registration will take place online per the following schedule:

- Current Bethel students & siblings – Thursday, February 16, 2023
- Bethel Lutheran Church members – Monday, February 27, 2023
- General public – Monday, March 6, 2023

**<sup>a</sup>If you have a student that will not be returning** to Bethel School next year, or you aren't sure, you must let the office staff know before March 24 to avoid getting charged for the 2023-2024 registration and technology fees.

If you have any questions or problems during the registration process, please contact the school office at (309) 266-6592. The office is staffed starting at 6:00 AM on each registration day.

## B. Steps for Current Bethel Students & Siblings<sup>a</sup> Entering Kindergarten

### **Step 1**

**Current Bethel Students:** At 6:00 AM on Thursday, February 16, you will receive an email from TADS with your own personal household link to use to re-register your student(s). It is very important that you verify that your contact information is correct within your TADS account so that you receive the email at 6:00 AM. If you aren't sure or have questions, please stop in, or call the school office at 309-266-6592 before February 16.

The link in your email will take you directly to the TADS online registration page. Carefully follow the instructions to ensure each section is fully complete.

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

**Payments** for registration (\$280) and technology (\$50) fees are set up during the online registration/application process. Your options for payment methods are:

- Automatic credit/debit card payment (TADS electronic processing fee is applied)
- Automatic bank payments from checking/savings (TADS electronic processing fee is applied)
- Cash or check payment - must be turned in to the school office within fifteen (15) days, or your registration will be deemed incomplete.

*Reminder - Your registration is not finalized, nor is your spot guaranteed until registration fees are paid.*

### **Step 2**

Within two (2) business days, you will receive a confirmation email from TADS or a phone call from Bethel staff to notify you that your student is on our waitlist. A Kindergarten screening will be scheduled soon after your registration is completed; Bethel's staff will contact you to set up your screening time.

*Reminder - You MUST complete the actions requested in the confirmation email to complete your registration.*

## C. Steps for All New Students Entering Kindergarten

### **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 ensure that each application section is fully complete.

Schedule:

- Bethel Lutheran Church Members at 6:00 AM on Monday, Feb. 27
- All other new students at 6:00 AM on Monday, March 6

**Payments** for registration (\$280) and technology (\$50) fees are set up during the online registration/application process. Your options for payment methods are:

- Automatic credit/debit card payment (TADS electronic processing fee is applied)
- Automatic bank payments from checking/savings (TADS electronic processing fee is applied)
- Cash or check payment - must be turned in to the school office within fifteen (15) days, or your registration will be deemed incomplete.

*Reminder - Your registration is not finalized, nor is your spot guaranteed until registration fees are paid.*

### **Step 2**

Within two (2) business days, you will receive a confirmation email from TADS or a phone call from Bethel staff to notify you that your student is on our waitlist. A Kindergarten screening will be scheduled soon after your registration is completed; Bethel's staff will contact you to set up your screening time.

*Reminder - You MUST complete the actions requested in the confirmation email to complete your registration.*