

# Martin Luther School

Small School.  Smart Choice.

60-02 Maspeth Avenue, Maspeth, NY 11378 | 718.894.4000 | [www.MartinLutherNYC.org](http://www.MartinLutherNYC.org)

## INTERNATIONAL ADMISSIONS PROCESS

### 1. APPLICATION

- Submit Martin Luther School International Student Application for Admission
- Submit Copy of Birth Certificate
- Submit \$50 Non-Refundable Application Fee
- Submit current Immunization Records for review (U.S. law requires specific immunizations prior to matriculation into a school)
- Complete Personal Statement- Why do you wish to attend Martin Luther School?

### 2. I-20 Process

- Submit nonrefundable \$5000 I-20 processing fee
- Home address, parents email and other contact information and academic information must be accurate to process I-20
- Copy of applicant's passport photo page
- Copy of parents current banking statement (must be converted into U.S. dollars)

### 3. ACADEMIC RECORDS

- Submit TOEFL/SLEP Scores
- Submit Unofficial Transcript/Report Card translated into English
- Submit two Current Teachers recommendations translated into English (must be submitted directly from teachers to Martin Luther School)

### 4. INTERVIEW

- Schedule Skype/In Person Interview with Admissions Office. If Skype Interview Applicant Skype ID is required

### 5. DECISION

- Receive Admissions Decision

### 6 . ENROLLMENT

- Submit one non-refundable tuition payment for academic year in which student is enrolling

# Martin Luther School

Small School.  Smart Choice.

60-02 Maspeth Avenue, Maspeth, NY 11378 | 718.894.4000 | www.MartinLutherNYC.org

## APPLICATION FOR INTERNATIONAL ADMISSION

Middle School  6  7  8      High School  9  10  11  12

### Student Information

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Address: \_\_\_\_\_ Apt. No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (      ) \_\_\_\_\_ E-mail address: \_\_\_\_\_

Sex:  M  F      Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

City of Birth: \_\_\_\_\_ State of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Ethnicity (Optional): \_\_\_\_\_ How did you learn about MLS? \_\_\_\_\_

### Church Information

Church Affiliation: \_\_\_\_\_ Location: \_\_\_\_\_

Date of Baptism: \_\_\_\_\_ Date of Confirmation: \_\_\_\_\_

### Academic Information

Most Recent Middle/Junior High School: \_\_\_\_\_

City/State: \_\_\_\_\_ Grades Attended: \_\_\_\_\_

Most Recent High School: \_\_\_\_\_

City/State: \_\_\_\_\_ Grades Attended: \_\_\_\_\_

**Transfer Students Only**

---

# Family Information

## Parent/Guardian #1

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

Relationship: \_\_\_\_\_

Telephone: (        ) \_\_\_\_\_

Address: \_\_\_\_\_

Apt. No.: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Student resides here

Home Phone: (        ) \_\_\_\_\_

Cell Phone: (        ) \_\_\_\_\_

Business Telephone: (        ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Church Affiliation: \_\_\_\_\_

Occupation: \_\_\_\_\_

Company Name: \_\_\_\_\_

## Parent/Guardian #2

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

Relationship: \_\_\_\_\_

Telephone: (        ) \_\_\_\_\_

Address: \_\_\_\_\_

Apt. No.: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Same address as Parent #1  Student resides here

Home Phone: (        ) \_\_\_\_\_

Cell Phone: (        ) \_\_\_\_\_

Business Telephone: (        ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Church Affiliation: \_\_\_\_\_

Occupation: \_\_\_\_\_

Company Name: \_\_\_\_\_

## Parent Approval to Release Child Information to Third Party

Name of Third Party: \_\_\_\_\_  Agent  School

IS MLS allowed to contact approved third party in regards to grades or discipline issues?  Yes  No

Parent's Signature: \_\_\_\_\_

Notary Signature and Seal: \_\_\_\_\_

Date: \_\_\_\_\_

## Accommodations

Does the applicant have any learning disabilities as documented in an IEP/IESP or 504 Plan?  Yes  No

If yes, please explain below and provide all updated documentation for review.

Does the applicant suffer from any chronic diseases, physical limitations or a physical challenges?  Yes  No

If yes, please explain: \_\_\_\_\_

# Additional Information

Has the applicant applied to Martin Luther School before?  Yes - When? \_\_\_\_\_  No

Has the applicant ever been academically dismissed, suspended, or expelled?  Yes  No

If yes, please explain: \_\_\_\_\_

## Student Interests

My choice of Language is:

\_\_\_\_\_ German    \_\_\_\_\_ Mandarin    \_\_\_\_\_ Spanish

\_\_\_\_\_ American Sign Language

(please rank 1, 2, 3, 4 according to your preference)

I would like to play in the band this year:

Yes \_\_\_\_\_  
Musical Instrument

I would like to sing in the choir this year:

Yes     No

Please check if you are interested in any of the following:

### Extracurricular Activities

- |  |  |
|--|--|
| <input type="checkbox"/> Book Club             | <input type="checkbox"/> Health & Fitness Club |
| <input type="checkbox"/> Chapel Committee      | <input type="checkbox"/> International Club    |
| <input type="checkbox"/> Chess Club            | <input type="checkbox"/> Newspaper             |
| <input type="checkbox"/> Drama                 | <input type="checkbox"/> Photography           |
| <input type="checkbox"/> Foreign Language Club | <input type="checkbox"/> Student Government    |
| <input type="checkbox"/> Yearbook              |  |

### Cougar & Lady Cougar Athletics

- |  |                                     |
|--|-------------------------------------|
| <input type="checkbox"/> Baseball      | <input type="checkbox"/> Softball   |
| <input type="checkbox"/> Basketball    | <input type="checkbox"/> Tennis     |
| <input type="checkbox"/> Cheerleading  | <input type="checkbox"/> Track      |
| <input type="checkbox"/> Cross Country | <input type="checkbox"/> Volleyball |
| <input type="checkbox"/> Soccer        | <input type="checkbox"/> Wrestling  |

## Certification of Accuracy

I have read and understand the admissions procedure of Martin Luther School. I understand that my child's privileges as a member of the school family may be adjusted at the discretion of the staff. I confirm all information in this application (including any supplemental information) is factually true and honestly presented and that I am the person submitting this application. I understand that intentionally withholding information or providing inaccurate information will affect the final admissions decision. I acknowledge that this admissions decision can be rescinded at any point in time.

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**In response to the redeeming love of Jesus Christ, Martin Luther School challenges mind and body and shapes Christian character so that students succeed as God's people in this world.**

#### Non-Discrimination Notice

Martin Luther School will not discriminate on the basis of gender, race, color, national and ethnic origin in the administration of student educational policies, admissions policies, scholarships, athletic and/or school administered programs for students.