

Student Continuous Enrollment and Withdrawal Policy
Oak Grove Lutheran School
NUMBER to be assigned
Effective January 1, 2024

Mission

The mission of Oak Grove Lutheran School is to express God's love by nurturing students for academic achievement, lifelong Christian commitment, and loving service throughout the world.

Summary

Oak Grove Lutheran School leaders take seriously their obligations to manage resources prudently and to make informed decisions that create a learning environment that supports students and fulfills the school's mission. As part of responsible planning, Oak Grove students entering kindergarten through 12th grade will be enrolled continuously at Oak Grove for the next academic year, unless notice that the student will not be returning is provided to Oak Grove before February 1 of the current academic year. Families who withdraw students from Oak Grove after February 1 preceding an academic year are subject to withdrawal fees outlined in subsequent paragraphs.

Withdrawal

If a student withdraws after February 1, the following Withdrawal Fees are required to be paid to Oak Grove:

- **After February 1 but before May 1, the Withdrawal Fee is \$500 per student.**
- **Starting May 1, the Withdrawal Fee is \$1,500 per student.**

In addition to the Withdrawal Fee, September 15 and February 1 are the final days for student withdrawals that qualify for partial tuition refunds for first and second semesters, respectively. Students who withdraw before those dates shall have their tuition prorated for the semester through the last day of attendance and after payment of Withdrawal Fees; Oak Grove will provide refunds on a prorated basis for any tuition paid in advance. Students who withdraw after those dates shall pay the full tuition for the semester.

All accounts must be paid in full before transcripts, progress reports, report cards, test results and other official academic records are released.

Re-Enrollment after Withdrawal

Students who are re-enrolling after withdrawal from one school year to the next will be assessed a re-enrollment fee of \$1,500, to a cap of \$3,000 per family. This applies to families who notify the school of an intent to withdraw before the February 1 deadline, then re-enroll prior to the next academic year.

The Oak Grove Board of Regents determines any exceptions to this Policy in cases of unforeseen circumstances, such as a family's relocation outside a 40-mile radius of Fargo, changes to family income, and other life events that may warrant exceptions to this Policy. Oak Grove reserves the right, but is not obligated to, consider requests for exceptions to the Enrollment and Withdrawal Policy.