Capitol Hill Learning Group
Application Options

We have four primary options for making application to CHLG. The deadline for option #s 1-3 is **Sunday, February 1st**. After February 1st, please see option #s 4 and 5. Please read these options carefully as some options represent a financial commitment.

1. **FIRST PRIORITY:** Applying FIRST PRIORITY increases a student's chances for placement at CHLG, so this application option is reserved for families who view CHLG as their first choice and who are willing to place a deposit at the time of application (this enables us to place those who are most committed to our programs first). A signed copy of the Membership Agreement, a signed copy of the Doctrinal and Positional Statements, a $100 application fee, and a non-refundable deposit of one-fifth of the total annual tuition is required (deposit to be returned only if the student is not placed). *Applying First Priority commits you to pay out the full annual tuition according to our monthly payment schedule if your child is placed.* Acceptance or waitlist status will be announced in early March. First Priority applicants will have their deposit refunded and will be given priority placement on our wait list if we are not able to offer placement.

2. **FIRST PRIORITY – APPLYING FOR TUITION ASSISTANCE:** If you have applied for Tuition Assistance, or are planning to apply, you may apply First Priority without an application fee or deposit. Once we have determined your tuition assistance award (if any), you can finalize your First Priority application by submitting the signed Membership Agreement, the signed Doctrinal and Positional Statements, the application fee, and an appropriate deposit based on your award amount. Tuition Assistance applications must be submitted by **Thursday, January 15th**. We will inform you of any tuition assistance award by February 16th, and your signed Membership Agreement, signed Doctrinal and Positional Statements, application fee, and deposit are due by Saturday, February 21st. As with other First Priority applicants, deposits will be refunded and students will be given priority placement on our wait list if we are not able to offer placement.

3. **SECOND PRIORITY:** The Second Priority application is for families who are considering several private options and are not ready to commit to CHLG as a first choice. Second Priority applicants apply with a $100 application fee. Acceptance or waitlist status will be announced in early March. If offered a placement, Second Priority applicants must accept the placement offer by March 10th. Acceptance of the offer requires a non-refundable deposit of one-fifth of the total annual tuition, a signed copy of the Doctrinal and Positional Statements, and a signed copy of the Membership Agreement, which includes a commitment to pay out the full annual tuition according to the regular monthly tuition schedule. Second Priority applicants who are not offered placement will have the option to be added to our wait list.

4. **ROLLING APPLICATION:** This option is for families who consider CHLG their first schooling choice but who missed the February 1st deadline. A signed copy of the CHLG Membership Agreement, a signed copy of the Doctrinal and Positional Statements, a $100 application fee, and a non-refundable deposit of one-fifth of the total annual tuition is required (we will refund the deposit if we are unable to offer placement). Applying via the Rolling Admission option commits you to pay out the full annual tuition according to our monthly payment schedule if your child is placed. If we are unable to offer placement, we will refund your deposit and add your child(ren) to our waitlist.

5. **WAITLIST APPLICATION:** If you are applying after we have placed students (and we have informed you that placements are full for your child's grade) then you may apply for the waitlist. In a transient city like DC we sometimes see placements open over the summer or even during the school year.