Capitol Hill Learning Group
New Applicant Checklist – Kindergarten through 8th Grade

Thank you for your interest CHLG's Lower and/or Middle School program(s) for the 2026-27 school year! Please review the checklist below to ensure you have completed all application items. **Everything mentioned below can be found under the "Apply" tab of our website.**

☐	Carefully review the following documents: ***Application Options*** and ***Doctrinal and Positional Statements***.
☐	Complete the online application through the ***ClassReach*** button. Carefully select your preferred application option.
☐	Pay the application fee and deposit, if required by your application option. There are two ways to pay: ▪ using the PayPal link found under the "Apply" tab of our website OR ▪ by check made out to CHLG and mailed or dropped to Sara Beth Arcara (see address information below)
☐	Read and sign the ***K-8 Membership Agreement*** and the ***Doctrinal and Positional Statements*** and submit to Sara Beth Arcara, either by scanning and attaching to an email, dropping in her mail slot, or mailing.
☐	For all students currently in Kindergarten and above, please submit the most recent **grade/progress report**. If coming from a homeschool or non-traditional school model, we may request a completed recommendation form from a tutor or other trusted individual.

Please see the contact information below for Sara Beth Arcara, our Director of Admissions and Parent Engagement:

Mailing Address: (mail or drop through mail slot)

Sara Beth Arcara
ATTN: CHLG
645 A Street SE
Washington, DC 20003

E-mail Address: sarabetharcara.chlg@gmail.com

➲ ***Next Steps:*** Once we receive all the items above, we will schedule a parent interview and student assessment.