



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

Thank you for your interest in CHLG for the 2022-23 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.**

<input type="checkbox"/>	Carefully review the following documents: <i>Application Options</i> and <i>Doctrinal and Positional Statements</i> .
<input type="checkbox"/>	Complete the online application through the <i>Application</i> button. Carefully select your preferred application option within the application.
<input type="checkbox"/>	Pay the application fee and deposit, if required by your application option. You may pay using PayPal or a credit card via the payment link on our website (additional 3% fee), or by check made out to CHLG and submitted to Sara Beth Arcara at the address below. Check amounts are: <i>Middle School Deposit + Application Fee: \$1690</i> (First Priority and Rolling Admissions) <i>Lower School Deposit + Application Fee: \$1430</i> (First Priority and Rolling Admissions) <i>Application Fee Only: \$100</i> (Second Priority)
<input type="checkbox"/>	Complete and sign the <i>Membership Agreement</i> and submit to Sara Beth Arcara, either scanned via email or dropped or mailed to the address below.
<input type="checkbox"/>	For all students currently in 1 st Grade and above, please also submit the most recent grade/progress report . If coming from a homeschool or non-traditional school model that does not provide grade reporting 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:

Address- Please feel free to either drop items in the mail slot or mail your information. If you choose to send items through the mail plan to email Sara Beth to let her know when you sent the items so she can keep an eye out for your information. Thanks!

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 (K-8th) or an informal admissions play date (preschool).