



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 2023-24 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>ClassReach</i> button. Carefully select your preferred application option.
<input type="checkbox"/>	Pay the application fee and deposit, if required by your application option. There are two ways to pay: <ul style="list-style-type: none">▪ 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)
<input type="checkbox"/>	Read and sign the <i>K-8 Membership Agreement</i> and the <i>Doctrinal and Positional Statements</i> and submit to Sara Beth Arcara, either by scanning and attaching to an email, dropping in her mail slot, or mailing.
<input type="checkbox"/>	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.