



## **INCOMING STUDENT CHECKLIST**

<http://www.lutheranwestland.com/incoming-student-checklist>

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Below is a checklist of items that must be completed or filed for each incoming student. The items within the first category must be completed online, using the links provided. The items within the second category must be emailed to or have a copy filed with the Lutheran Westland school office during Freshmen/Transfer Orientation Night on Thursday, August 20, 2020 from 6:00 PM-8:00 PM.

Please also take a moment to review the "[Informational Documents](#)" section for other additional important dates and information.

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### **COMPLETE ONLINE**

1. **Email Newsletter** – Sign up for our email newsletter – [Click Here to Sign Up](#)
2. **Financial Aid** – Apply for need-based financial aid (if applicable) through Smart Aid – [Click Here to Apply](#)
  - Financial aid decisions will not be considered without required documentation (W-2 and 1040's)
  - The Smart Aid ID for Lutheran High Westland is 12936
3. **Online Forms Pack** – Completed within your LHSA Portal account – [Click Here to Log In](#)
  - You will receive an email notification when this has been sent to your LHSA Portal account

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### **EMAIL or FILE**

Send via email [LutheranWestland@LHSA.com](mailto:LutheranWestland@LHSA.com)

or bring copies to Freshmen/Transfer Orientation Night on Thursday, August 20, 2020 from 6:00 PM-8:00 PM

4. **Copy of Birth Certificate**
5. **Immunization Records** – [Click Here for a Blank Copy](#)
6. **MHSAA Physical Form** – [Click Here for a Blank Copy](#)
  - Dated after 4/15/20
  - Turned in before athletic tryouts or by freshmen/transfer orientation if not participating in athletics

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If you have any questions or need assistance logging into your LHSA Portal account, please contact us by email [LutheranWestland@LHSA.com](mailto:LutheranWestland@LHSA.com)

Thank You,

Shelly Bahr  
Records Secretary