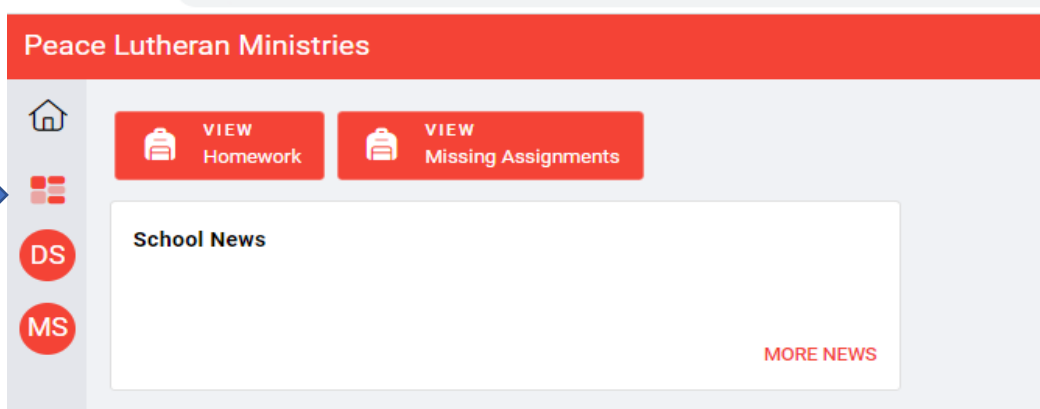# Peace Lutheran School Current Student Registration Instructions

Go to this link:
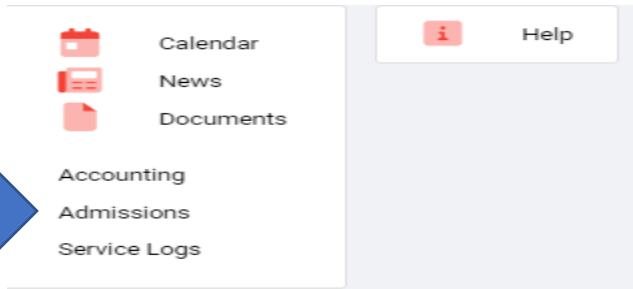
https://sycamore.school/family/admissions/register?school_id=3008

Enter your sycamore id and password

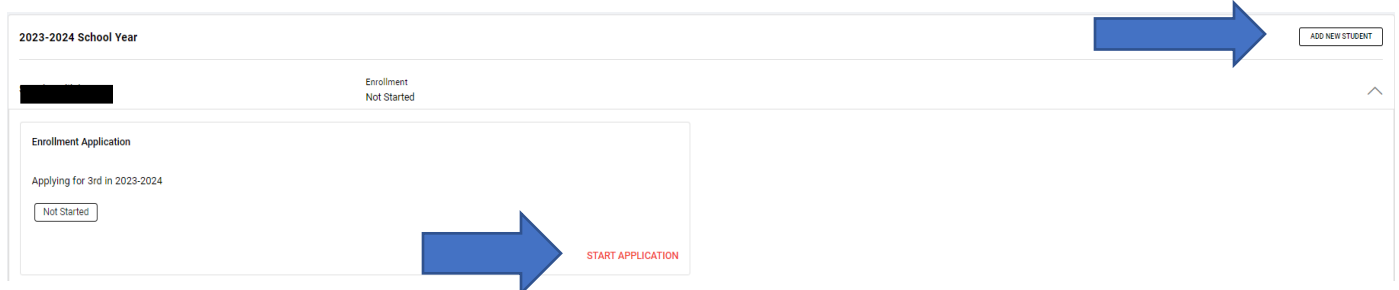Click on the square on this page as shown below.

Then click admissions in the pop-up box.

You will then go to the welcome screen,

Current Students: you will have to click the down arrow on the right-hand side of your students name and then start application.

New Students: If you want to add a new student to your account, you will click the add new student button.

Once on this page make sure to click continue after each section.

Student Additional Information:

Check to make sure the Church, Permissions, Sports, and Digital Equity answers are all current for the year and change anything that is needed.

Attachments:

This is where you will see the tuition agreement for Peace Lutheran School, so that you can choose the tuition policy permission that works best for your family. This policy is in the student additional information section of the application.

Family General Information:

This is the time to update your address on the file and indicate if you would like other families to be able to see your information or not.

Family Contacts:

Click on all people listed in this area and ensure the information is correct, to include if they are an emergency contact or authorized to pick them up from school or both.

Please make sure that both primary parents/guardians are listed and at least one non primary parent.

Family Additional Information:

For any volunteering within the school including being a chaperone on a field trip you must have a background check completed every two years with Peace Lutheran Ministries. This area is to show that you agree to this policy and shows the date of your last background check.

Review:

This section will show if there is anything missing from the application.

Submit Application:

This section shows if anything needs to be reviewed and if not then you can submit the application.