



# National Lutheran School Accreditation APPLICATION FORM

## SCHOOL INFORMATION

School \_\_\_\_\_  
 LCMS district \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 School administrator's name \_\_\_\_\_  
 School administrator's email \_\_\_\_\_  
 Early childhood administrator's name (if applicable) \_\_\_\_\_  
 Early childhood administrator's email (if applicable) \_\_\_\_\_  
 School phone number \_\_\_\_\_

Grade/age levels included in this school: (Select all that apply.)

Age <1    Age 1    Age 2    Age 3    Age 4    Age 5  
 K    1    2    3    4    5    6    7    8    9    10    11    12

For above noted grade/age levels:

Number of students (total) \_\_\_\_\_ Number of children in full-time child care \_\_\_\_\_  
 Number of children in extended (before/after-school) care \_\_\_\_\_ Number of classroom teachers \_\_\_\_\_  
 Total number of school staff \_\_\_\_\_

\*Early childhood only:

Licensed by \_\_\_\_\_  
 License expiration date \_\_\_\_\_ License capacity \_\_\_\_\_  
 Current number of students served \_\_\_\_\_

## ACCREDITATION INFORMATION

Complete sections I or II below. Complete both only if needed (e.g. EC with NLSA lead and elementary with partner lead).

I. NLSA as Lead Protocol: (Select **one** of A through D. Refer to the "NLSA Routes to Accreditation" page.)

- Option A: NLSA EBA protocol only (may include age 0 through grade 12)
- Option B: NLSA EC protocol only (may include age 0 through grade 3)
- Option C: NLSA EC and EBA protocols (*combined* accreditation process with two protocols, one fee)
- Option D: NLSA EC and EBA protocols (*separate* accreditation processes for EC and EBA, two fees)

NLSA lead with partner dual accreditation: (Select all that apply.)  Cognia  WASC  Middle States  CCLE  
 Date intending to begin the accreditation process \_\_\_\_\_

Date projected for Validation Team visit \_\_\_\_\_

*NOTE: The Validation Team visit cannot occur earlier than nine months or later than two school years from the date of application.*

II. Partner Agency as Lead Protocol with dual NLSA: (Select **one** partner agency.)

Cognia    WASC    Middle States    CCLE

**SPONSORING CONGREGATION(S)** *(If more than two, please attach a complete list.)*

Congregation 1 \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Pastor(s) \_\_\_\_\_  
Church phone number \_\_\_\_\_

Congregation 2 \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Pastor(s) \_\_\_\_\_  
Church phone number \_\_\_\_\_

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**NLSA ACCREDITATION AGREEMENT**

I understand and agree that:

- Any and all fees assessed by NLSA and my district are the sole responsibility of the school or early childhood center.
- For organizations new to NLSA, the school or early childhood center has a period not to exceed two (2) school years from the date of application to be granted accreditation.

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**SIGNATURES**

\_\_\_\_\_  
School administrator's signature Date

\_\_\_\_\_  
Early childhood administrator's signature (if applicable) Date

\_\_\_\_\_  
Governing authority/school board chairperson's signature Date

\_\_\_\_\_  
Pastor/pastoral advisor's signature Date

\_\_\_\_\_  
District education executive's signature Date

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**DISTRICT NLSA COMMISSION CONSULTANT SUGGESTION:** *(To be completed by the LCMS district office.)*

Name \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

## INSTRUCTIONS FOR APPLICATION SUBMISSION

- Send your completed and signed application to your *LCMS district education executive* for final approval and submission to the national NLSA office.
- If your school is currently accredited in good standing by NLSA, no additional application fee is required to accompany your application. Your annual fee payment (invoiced in September) will cover your school's financial responsibility to NLSA.
- If your school is newly applying to NLSA or not currently accredited with NLSA, please submit a \$750 application fee check (made payable to "National Lutheran School Accreditation") along with your application to your LCMS district education executive for final approval and submission to the national NLSA office.

Districts will send the completed and signed application and any applicable fees to:

The Lutheran Church—Missouri Synod  
Attn: NLSA — Office of School Ministry  
1333 S. Kirkwood Road  
St. Louis, MO 63122-7295

NLSA Contact Information:

Dr. Alan Freeman, LCMS Office of School Ministry  
Phone: 314-996-1272  
Email: [Al.Freeman@lcms.org](mailto:Al.Freeman@lcms.org)

Will Vann, LCMS Office of School Ministry  
Phone: 314-996-1225  
Email: [Will.Vann@lcms.org](mailto:Will.Vann@lcms.org)

## NLSA ROUTES TO ACCREDITATION

Schools have four options when looking to complete the National Lutheran School Accreditation (NLSA) process with NLSA as the lead protocol. Review each option below and work with your NLSA District Commissioner and Education Executive to determine which one will best serve your ministry.

	Option A	Option B	Option C	Option D
<b>Accreditation Process(es) Used</b>	EBA	EC	Combined EBA and EC	Separate EBA and EC
<b>Ages/Grades Accredited</b>	Age 0 – Grade 12	Age 0 – Grade 3	Age 0 – Grade 12	Age 0 – Grade 12
<b>Number of Applications</b>	One	One	One	Two (one for EC and one for EBA)
<b>Self-Study Document(s)</b>	Only EBA	Only EC	Both EBA and EC	Separate EBA and EC
<b>Number of Validation Team Visits</b>	One	One	One (Two reports submitted together)	Two (One for EC and one for EBA)
<b>Validation Team Member Minimum</b>	4	4	8 <sup>1</sup>	4: EBA 4: EC
<b>Accreditation</b>	Single (One Certificate <sup>2</sup> )	Single (One Certificate <sup>2</sup> )	Single (One Certificate <sup>2</sup> )	Dual (Two Certificates)
<b>Number of Annual Fees</b>	One	One	One	Two
<b>2022 – 2023 Invoice</b>	\$750	\$750	\$750	\$1,500 (\$750 per School)
<b>Cumulative Annual Report</b>	One	One	One (Combined)	Two (One for EC and one for EBA)
<b>Provisional Status Requirement</b>	Single	Single	Single Combined <sup>3</sup>	Separate

### Abbreviations:

EBA: Evidence Based Accreditation

EC: Early Childhood Accreditation (2018)

### Notes:

<sup>1</sup> A school completing Option C will need to have a single Validation Team Visit with no fewer than 8 team members distributed accordingly to evaluate each program and Self-Study document.

<sup>2</sup> Duplicate certificates may be requested to hang in offices on multiple campuses.

<sup>3</sup> If the Validation Team Report for either Self-Study process recommends “Provisional” status, the entire school’s Accreditation will reflect this as an overall status until resolved.