

WELS School Accreditation

Application for Candidacy



School _____

Address _____

City _____ State _____ Zip _____

Church body affiliation _____ WELS _____ ELS _____ District _____

Administrator _____ Contact Email _____

School Telephone _____ School Website _____

Sponsoring Congregation(s) _____ City _____ State _____

Pastor(s) _____

Grade levels seeking accreditation: _____ Total Enrollment in those grades: _____

NOTE: Standard accreditation for LES is K - 8, however, you may choose to accredit 3K and/or 4K along with K - 8. Please note which specific grade levels above.

We are seeking . . . (check one box)

First-time accreditation To maintain accreditation → Year first accredited _____

Approximate date intending to begin the self-study accreditation process _____

Targeted date for site visit (month/year) _____

NOTE: Visits are scheduled September – April within 24 months from the date of approved application.

Required signatures – must be original signatures

School Administrator _____ Date _____

School Board Chair _____ Date _____

Pastor / Pastoral Advisor _____ Date _____

Please send the completed application to welssa@wels.net. Application fees and process for payment can be found on page two of this application. Upon receipt of your application and fee, WELSSA will contact you regarding your candidacy status and next steps in the accreditation process.

For Office Use Fee _____ Check/Order # _____ Date _____

Date Application Received _____ Date Application Approved _____

Signature of WELSSA Executive Director _____ Date _____

Assigned Consultant _____ Date _____

Accreditation Fees

1. Individual schools are responsible for paying the following expenses:
 - a. A nonrefundable fee which accompanies its application for candidacy status
 - b. All expenses incurred by the team captain and team members in service to the school related to the on-site visit
 - c. An annual fee for maintaining its accreditation status
 - d. Honoraria for the visiting team: \$200 (team captain) and \$100 (each team member)
2. Application Fee Schedule

School Enrollment	Contributing Schools	Non-contributing Schools
1 - 99	\$150	\$300
100 - 199	\$250	\$500
200 - 299	\$350	\$700
300+	\$450	\$900

Application fees can be made through our [CLS Purchasing Center](#). If you choose to first contribute to the Lutheran Schools Annual Support, you will be able to access the discounted application fees using your account. You may also send in a check for your application fee. Checks should be made out to WELSSA with the memo application fee and sent to the following address: Commission on Lutheran Schools, ATTN: WELSSA, N16 W23377 Stone Ridge Drive, Waukesha, WI 53188.

3. Annual Fee

School Enrollment	Contributing Schools	Non-contributing Schools
1 - 99	\$200	\$400
100+	\$300	\$600

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