



L&N STEM Academy
401 Henley Street
Knoxville, TN 37902
Ph. 865-329-8440 Fax: 865-329-8457
<http://knoxschools.org/landn>

Congratulations and welcome to the L&N STEM Academy family!

You're receiving this letter because your student's name was drawn in the lottery to reserve a seat at the L&N STEM Academy beginning 2017-2018 school year. We'd like to add our warmest welcome to the greetings you're already receiving from the Knox County Schools transfer office. There are four steps to ensure that you are properly enrolled at the L&N. More detailed descriptions follow the list of steps below:

1. Complete and return the form from the transfer office indicating your acceptance, or declining, of the seat.
2. Incoming freshman students will participate in placement testing for courses and parents attend a special orientation session designed for them. Non-freshman parents will have orientation opportunities over the summer and as school begins.
3. All students attend a course registration night.
4. All students register for the Gryphon Guide Mentor program.

Step 1: Your seat is not yours until you claim it, or let it go to the next person on the list, by returning the form from the transfer office by the deadline. If your circumstances have changed or you've changed your mind we understand and wish you the best at another school, but your seat remains in limbo until you formally accept/decline with the form to the transfer office.

Step 2: To help personalize your course pathways through high school, all new freshmen must take a set of placement tests (English/reading, math, and science). These are taken online at our school. You will get your scores immediately upon completion. These have no bearing on acceptance, only on course placement (CP vs Honors, etc.). **Results are needed prior to attending a course registration event.** While students are testing, at least one responsible adult for each student will participate in a School Parent Orientation. This informative session will introduce the culture, opportunities, and expectations of students and families at the L&N STEM Academy. There are four sessions offered over two weekends. In order to insure number of devices we need for testing, please pre-register by going to <https://goo.gl/bwbB07> or you may call the school during normal hours to schedule by phone. There is also a direct link on our website (<http://knoxschools.org/landn>).

Step 3: Students and parents are invited to attend their registration sessions from 6:00 pm to 7:00 pm on one of the following days (no preregistration is required):

Monday, May 1st

Wednesday, May 3rd

Tuesday, May 9th

Thursday, May 11th

Please review the 2017-2018 Course Registration posted on the school-counseling page under “New Student Course Registration” prior to attending your session. Students will be able to request their desired electives, buy STEM gear, and ask questions about their elective options. For students coming to us from *outside the Knox County system* (homeschool, private school, or out of the county) please see the additional page for further enrollment paperwork information.

Step 4: All students register for the Gryphon Guide Mentor Program! This program allows all incoming students to be paired with an upperclassman to help ease the transition into high school and help them make friends before the first day of school. Signing up for the program is simple: complete our online registration form at <http://goo.gl/forms/B45rxvsxDa>. The form is also available through a link on our website.

As you prepare for becoming a Gryphon family, we encourage you to find your favorite way to get information starting now about school happenings and check that source regularly. Information is repeated on each one, so you don't need to use all of them. You can find us on Facebook (/L&N STEM Academy), follow us on Twitter @Instemac, sign up for the Principal's blog from our website by clicking on the RSS feed, or join our SchoolWires page at the address above and receive automatic messages any time the page updates.

Again, welcome to the L&N STEM Academy; others try to copy us, but no one can replicate us! We look forward to your family joining ours as we strive daily to *Empower* learners and *Inspire* imagination that will *Impact* the world. Buckle up, students; you're in for a unique, innovative, fast-paced, high school experience! By the end of your first week with us you will be able to share with others our motto and tell them what it means to you, “*Carpe scientiam!*”

*Best regards,
The L&N Faculty, Staff, and Students*



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Guidance phone 329-8440 x 63628 / fax 329-8457

DOCUMENTS NEEDED FOR NEW KCS ENROLLMENT

New Student Enrollment Form – information sheet (2 pages)

Course Selection Form

Provided during evening registration sessions.

Proof of Residence

Provide a current utility bill or lease in legal guardian's name.

Immunization Record

Provide Tennessee Dept. of Health Certificate of Immunization (form PH4103) signed by a health professional.

Physical Exam

Provide proof of exam that was done with in the last 12 months.

Social Security Card

Provide a copy of the student's social security number.

Birth Certificate

Provide a copy of the student's birth certificate.

Proof of Custody/Guardianship

If the student lives with anyone other than both natural parents listed on the birth certificate, provide a copy of final legal documents that indicate who has primary residential custody.