



# How to Complete an Application for Admission

## Instructions for Prospective Students (Fall 2025 Cohort)

In applying for admission to Luther Classical College, you are seeking an education unlike any other: as a Lutheran student being taught by an all-Lutheran faculty, you will learn the truth of the Christian faith as professed in the Lutheran Confessions; be encouraged in genuine Lutheran culture; and become prepared for life in the home, the church, and the community—cherishing the Western corpus of literature, philosophy, music, art, scientific discovery, and Christian theology, and preserving the use of classical languages. We rejoice that you desire to join us in this noble venture of classical Lutheran education, and we pray God to bless you through this application process.

### OVERVIEW OF THE ADMISSIONS PROCESS

The admissions process for LCC proceeds in two stages: first, the applicant submits an Application for Admission; second, qualified applicants continue to the Final Application Review.

An Application for Admission involves the following components:

- basic personal information (e.g., name, address, email, phone number, date of birth, church affiliation)
- an indication of the applicant's preferred degree program (e.g., B.A. Pre-Seminary Track or A.A. Trade Partnership Track)
- transcripts (from high school and, if applicable, any college(s) previously attended; homeschool families may generate their own transcripts)
- standardized test scores (CLT, ACT, or SAT; some applicants also may include AP, CLEP, or TOEFL)
- one letter of reference submitted by a pastor
- two essays submitted by the applicant (one concerning Lutheran theology and another concerning the classical liberal arts tradition)
- a list of extracurricular activities
- a \$75 nonrefundable application fee

Three deadlines apply to the Application for Admission:

1. March 20, 2024—Gap-Year Admission (for students completing high school no later than June 30, 2024 who also have achieved test scores that qualify for Priority Admission, as listed next)
2. October 1, 2024—Priority Admission (for high school seniors, i.e., graduating in Spring 2025, or prior high school graduates who have scored 78+ on the CLT, 25+ on the ACT, or 1200+ on the SAT)
3. March 1, 2025—Standard Admission (open to all applicants)

Please read “Application Timeline” in the Academic Catalog (p. 9), for details concerning each option.

Following the Initial Evaluation (see “Application Review Process,” below), successful applicants will be accepted for Final Application Review, consisting of an oral interview and the Latin Placement Exam (optional for A.A. Trade Partnership Program applicants; required for all other programs).

#### INSTRUCTIONS FOR THE APPLICATION FOR ADMISSION

1. Read the following sections of the Academic Catalog to become familiar with LCC’s commitment to confessional Lutheran theology and the classical liberal arts tradition.
  1. “The Purpose of Luther Classical College” (p. 2)
  2. “The Religious Affiliation of Luther Classical College” (p. 3)
  3. “Academic Programs” (p. 33)
  4. “Admissions Requirements and Procedures” (p. 9)
2. In consultation with your parents and other Christian mentors (pastor, teacher, etc.), select a preferred degree program (B.A. or A.A., plus a track). See “Program Objectives” (p. 33) and “Program Components” (p. 40) in the Academic Catalog for details. Students may change their track if desired; the catalog includes guidance on when they should finalize their track in order to graduate on time (pp. 40–46).
3. Request that any schools you have attended send an official transcript and that any standardized testing agencies you have used send official test results to: Luther Classical College, Dept. of Admissions, 2300 Hickory St., Casper, WY 82604.
  1. *Time-Saving Tip:* To expedite your application, you also may directly submit your own copies of those documents. If you have electronic copies of transcripts or standardized test results, please upload those to LCC’s online application portal at [www.lutherclassical.org/apply](http://www.lutherclassical.org/apply). If you have paper copies, please scan them for upload or mail them to the preceding address. LCC will verify the unofficial information you submit when the official copies arrive.
  2. *Note for Homeschoolers:* Homeschool parents may generate an official homeschool transcript by including the following information, signed and dated by one parent: name of the homeschool (which may be as simple as “Jones Family Homeschool”); name, address, phone number, and email of the parent serving as headmaster; name, address, phone number, email, and date of birth of the applicant; plus, a list of courses completed. For each course, include: the course name (e.g., Geometry, British Literature, etc.), the grade earned (A/B/C, etc., or 4.0/3.0/2.0, etc.), the semester/trimester/quarter (e.g., Fall 20\_\_), and the course credits. LCC regards parents as the highest authority in their children’s education; therefore, LCC does not impose any strict requirements as to how to calculate course credits, but rather asks that parents prepare a transcript that is reasonably close to the following suggestions so that the Admissions Department can make as fair as possible of a comparison between various applicants. Typically, for “academic core” courses such as English, math, science, etc., 1.0 credit = 150 hours, e.g., 5 hours per week x 30 weeks for a full-year course (or, 0.5 credits for a half-year course). For “elective” courses such as art, music, and physical education, typically 1.0 credit = 120 hours. Details vary among government and parochial schools, so reasonable flexibility also may be expected among homeschools.
  3. *Note for Applicants with Multiple Educational Venues:* LCC recognizes that many students have pursued studies in multiple venues, including perhaps their family homeschool, a homeschool coop, an online classical school, a parochial school, a public school, and dual enrollment courses at a college, as well as AP or CLEP exams. Please provide a cover letter or summary chart listing each of those components so that LCC’s Admissions Department will not overlook any of them.
4. Obtain the document entitled “Request for a Letter of Reference from a Pastor” from LCC’s online application portal at [www.lutherclassical.org/apply](http://www.lutherclassical.org/apply), sign the FERPA statement, and send it to your pastor.

That document includes guidelines for what to include in the letter as well as instructions for how to submit the letter to LCC.

5. Obtain the document entitled “Instructions for Writing Application Essays” from LCC’s online application portal at [www.lutherclassical.org/apply](http://www.lutherclassical.org/apply), write your essays, save them (in PDF, ODT, or DOCX format) in preparation to upload them to the same portal.
6. Obtain the document entitled “Instructions for Listing Extracurricular Activities” from LCC’s online application portal at [www.lutherclassical.org/apply](http://www.lutherclassical.org/apply), draft your lists for each kind of activity indicated, and save them in preparation to copy-and-paste them into the appropriate sections of the online application via the same portal.
7. Complete an online application form at LCC’s online application portal: [www.lutherclassical.org/apply](http://www.lutherclassical.org/apply). This process includes entering some basic personal information, indicating your preferred degree program, uploading your essays, copying-and-pasting your extracurricular activity descriptions, and submitting a nonrefundable application fee payment of \$75.00 (by credit or debit card).

### APPLICATION EVALUATION PROCESS

LCC’s Admissions Department conducts an Initial Evaluation of each application holistically, rather than following a rigid formula. An applicant’s theological essay and a letter of reference from a pastor balance together to indicate an applicant’s theological compatibility with LCC’s approach to academic and community life. Course grades, standardized test scores, essays, and a list of extracurricular activities balance together to provide an overall picture of an applicant’s likelihood of academic success. Each application is reviewed individually by multiple committee members, who afterward meet to establish a consensus.

Applications for Gap-Year or Priority Admission may be either accepted for Final Application Review, deferred to the Standard Admission process, or rejected. Applications for Standard Admission may be either accepted for Final Application Review, placed on a waiting list, or rejected. Finally, the most qualified applications on the waiting list will be accepted for Final Application Review as space permits, and the remainder will be rejected. A timeline of communications regarding these results may be found in the Academic Catalog (p. 11).

### INSTRUCTIONS FOR THE FINAL APPLICATION REVIEW

When an applicant has been accepted for Final Application Review, two remaining phases of the application process will be scheduled: LCC’s Latin Placement Exam (optional for A.A. Trade Partnership Program applicants; required for all other programs) and an oral interview.

#### *Latin Placement Exam*

LCC’s Latin Placement Exam will be administered online. Applicants will receive login credentials and be instructed to complete the exam at a scheduled time (generally in April, August, or November). The exam will assess the applicant’s ability to understand core vocabulary used within the grammatical constructions covered by Wheelock’s Latin. Other curricula also may be suitable as preparation. Regardless of curricula, applicants will be expected to be proficient in all five noun declensions and all four verb conjugation (or “five,” counting Third Conjugation I-Stems). Examples of grammatical concepts include the ablative of means, the infinitive with the subject in the accusative, the use of the subjunctive mood in purpose clauses, the formation of conditionals, comparisons between passive perfect and future active participles, and the uses of gerunds and gerundives.

#### *Oral Interview*

Applicants also will be scheduled for an oral interview. Ideally, the interview will occur in person in Casper, Wyoming, or at a congregation served by an LCC regent near the applicant’s hometown. Videoconferencing may also

be used as necessary. The interview will last about 30 minutes. Applicants should come prepared to answer clarifying questions concerning their application essays and their transcripts, and to talk about what they desire to experience in college and how they see college relating to their current and future vocations in Christ.

### *Final Approval*

Applicants who receive final approval following the Latin Placement Exam and oral interview will be notified to reserve their seat for the coming academic year by registering for their first semester of courses and paying a nonrefundable enrollment deposit. Please refer to the Academic Catalog for further details.

For applicants who have not already graduated from high school, “Final Approval” is, of course, contingent upon satisfactory completion of the senior year of high school. Similarly, an applicant may be granted “Final Approval” contingent upon retaking the Latin Placement Exam to demonstrate proficiency after completing further coursework in Latin. Students in those situations are eligible to pay an enrollment deposit to reserve their seat at LCC as they work to fulfill any of those contingency obligations.

### **ADDITIONAL INFORMATION**

For further assistance, please contact Admissions Coordinator Arika Kleinschmidt at [admissions@lutherclassical.org](mailto:admissions@lutherclassical.org) or 307 284 1730.

**[www.lutherclassical.org](http://www.lutherclassical.org)**

Rev. 2/1/2024