

ATTENDANCE POLICY: All students are expected to be in person and logging in their class for the required hours for the class. Students should be working every week during the designated time on the class. The student is welcome to reach out to their teacher of record of the class with questions if needed.

****ATTENDANCE / COMPLETION OF THE COURSE IS MANDATORY NO EXCEPTIONS—PLEASE PLAN ACCORDINGLY****

The following CR school attendance rules will be enforced: *Students will still be responsible for payment and will not be reimbursed if failure to complete the class.

*Payment is required to be made in full by June 13, 2023 in guidance in order to receive credit for the class for graduation. Any Non-Payment will be recorded on a student's permanent record under fines and fees. *You must complete the work for each night. Work that is not completed or just randomly filled in will be marked as a 0 and will not count for your final grade. Work must be completed fully by June 26, 2023 for credit.

*You must report to the designated computer lab at the district in person during each corresponding class period if scheduled for CR. Work is required to be completed on or before the deadline of June 26, 2023 for a final grade. **Students are required to complete the class during class time in person in full as directed. All 30 hours (1.00 credit) hours or 15 hours (.5 credit) and a passing grade are required and classes must show COMPLETE in order to receive full credit.**

*Students will be considered for disciplinary action and or in school code violation if they leave the designated computer lab at any time before being dismissed for CR.

STUDENT DISCIPLINE CODE -Discipline problems will not be tolerated during CR school. Students are expected to follow the instructions of their teachers and school administrators. If a student violates the student discipline code, a school policy code, in violation of the student handbook, or responses are deemed to violate school code, the following consequences may result: Payment will still be required if any occur resulting in Withdraw from the course: No exceptions:

1. The student may be withdrawn from the CR school session and not receive credit. The payment will still be required.
2. All School policies and disciplinary infractions will be enforced. If disciplinary actions result in withdraw, payment will still be required. Acceptable use and answers for classes will be reviewed. If violation of the policies for computer usage, discipline process will be discussed and discussion of W/D. All responses and answers are required to follow-school code and policy at all times.

Checklist for Enrollment to Credit-Recovery:



Speak to the teacher of record for any additional information for assistance in the class. If determined between the student and teacher of record the student is in need of credit recovery or for graduation, the following steps are to be completed:

Credit Recovery Cyber APPLICATION: Completed on-line for enrollment at:

www.ambridge.k12.pa.us—
Schools—Cyber Academy—Credit Recovery Cyber Application and also SIGN UP IN GUIDANCE

Registration Brochure given by guidance: Returned to Guidance signed—Meet with Guidance counselor to review schedule and enroll in the class

Payment Sent in to Guidance: \$130.00 for 1.00 Credit / \$65.00 for 0.5 Credit by June 13, 2023— Payment must be received. Any Non-Payment will be recorded on the student's permanent record of fines and fees and upon graduation will need to be completed.

Completion of Class by June 26, 2023—No Exceptions

AMBRIDGE AREA SCHOOL DISTRICT

Ambridge Area High School Credit Recovery

**Tuesday, June 13, 2023 -
Monday, June 26, 2023**

8:00 AM—11:00 AM

12:00 PM—3:00 PM

AAHS High School:

Report to Computer Labs 112 and 114

Session 1 - 8:00 - 11:00 AM

Math: Lab 112

English: Lab 114

Session 2 - 12:00 - 3:00 PM

Science: Lab 112

Social Studies: Lab 114

Registration

\$130.00 = 1.0 Credit Class

\$65.00 = 0.5 Credit Class

Payment
Due to Guidance by:
June 13, 2023

GENERAL INFORMATION:

Location of All Classes: Ambridge Area High School designated Computer Lab during the period of the class they need credit recovery. All students are required to attend in person to their directed Computer Lab to complete the class as per deadline and school graduation requirements. Students can also work on the class outside of school as homework.

Course Type: Credit Recovery—Only Ambridge students who have previously failed a course and are seeking credit as a makeup may register for the class they need to recover.

Credit: Each course taken and successfully completed will earn 1.00 credit. or if indicated 0.5 credit for Credit Recovery. Courses must be FULLY COMPLETED and passed in order to earn the credit.

Enrollment: Open to all enrolled AAHS students who reside within the District.

Transportation: Student will be arriving to school during their scheduled credit recovery class hours and are responsible for their transportation to and from the program. Students are required to be present in the building and completing work each day as per the academic teacher of record. It is recommended to log-in daily for completion of work as required.

Non-Refunds: Students who withdraw, are not successful or who are dismissed during or after registration of the cyber class will not be eligible for a refund. This also includes any student dismissed for disciplinary and or school policy violations, or non-completion of the course. Payment is required for all circumstances. Non-Payment will be recorded on the student fines and fee list and be required prior to graduation.

Questions: Please call the Cyber Coordinators Office at 724. 266 2833 ext. 2203 or e-mail:

Davide Sciulli—Cyber Coordinator ext. 2320, ext. 2203, or via e-mail: DSCIULLI@ambridge.k12.pa.us

Paul Hladio—Cyber Coordinator ext. 2326 or via e-mail: phladio@ambridge.k12.pa.us

Name _____

Grade _____

Please check the class/classes you will be taking:

*Social Studies (1.0 Credit) _____

*Social Studies (0.5 Credit) _____

*English (1.0 Credit) _____

*Math (1.0 Credit) _____

*Science (1.0) _____

\$130 per 1.0 credit course / \$65.00 per 0.5 credit course

Total _____

Payment is required in full for credit. Any Non-Payment will be recorded to the students permanent record of fines and fees. By signing the form, you are acknowledging the information and in full agreement. All students must complete 30 hours (1.00 Credit) or 15 hours (.5 credit) with a passing grade for each class credit, no exceptions.

Student Signature _____

Parent Signature _____

Date _____

*Classes are required to be completed in full by the student on or prior to the deadline of June 26, 2023. Payment is required in full even with non-completion by June 13, 2023. Failure to do so will result in the student NOT receiving credit and/or NOT receiving a diploma.

Complete Cyber Application and return registration brochure and tuition payment to: Guidance Office: Guidance Secretary: Valerie Misencik

Checks should be made payable to: Ambridge Area High School—Credit Recovery All Non-Payment will be recorded to fines and fees. **Students are required to complete the class during class time in person in full as directed. All 30 hours (1.00 credit) hours or 15 hours (.5 credit) and a passing grade are required and classes must show COMPLETE in order to receive full credit.** Additional Questions: Please call the Guidance office at 724-266-2833, ext. 2377

COURSES: Some students may/can recover more than one (1) credit in a semester. *If taking more than one credit, students are responsible for completing the work fully by the deadline for passing and credit in cyber.

Registration/Payment: Sign-ups are required on-line via the cyber application at:

www.ambridge.k12.pa.us—Schools—Cyber Academy—Credit Recovery Cyber application.

Additional brochures are required for signature and are available in the guidance office.

Dates of Registration: March 8, 2023—June 9, 2023. Please note, All classes are required to be completed by 6/26/23 regardless of enrollment date. No extensions will be granted.

Dates of Classes: Student will report to the designated computer lab at AAHS during their credit recovery class. Students must be approved via administration if requesting to work virtually / independently as required. Please contact Janice Zupsic at 724-266-2833, ext. 2296.

Tuition: All courses are \$130 per 1.00 credit. All courses are \$65.00 for 0.5 credit.

***Payment due: Upon Registration to Guidance**

***Courses and Grades will be added to transcript once payment is received.**

Registration/Payment Options:

Return registration brochure and tuition payment to: Guidance Office: Guidance Secretary: Valerie Misencik 909 Duss Avenue Ambridge PA 15003

Checks or money orders should be made payable to: Ambridge Area High School—Credit Recovery

Payments are required to be made in full prior to deadline. Non-Payment will be recorded on student's permanent record of fines and fees.

Payment: Due by June 13, 2023