



Online Learning Services

2015-16 Online Credit Recovery Application

1151 Scott Lake Rd, Waterford, MI 48328 248-706-4871

The top portion of the form MUST be filled out completely by the student!

STUDENT NAME _____		(Last)	(First)	I.D. # _____
Student Cell Phone: _____		Student Email: _____		
Birth Date: _____	Grade: _____	School: _____		
Parent/Guardian Phone: _____		Email: _____		

I understand and agree to the following:

- I understand that I must complete all work assigned for the course including any offline assignments, and pass the summative exam with 60% or better to receive credit. Calculation for grade is 90% of coursework and 10% of summative exam. Average percentage for course including summative exam shall be no lower than 70% for credit to be awarded.
- I will make sure that the work is my own. Plagiarism or falsification of documents or work will not be accepted. You will be removed from the program, not receive credit, and not allowed to return. See the Policy on Online Academic Integrity for further explanation.
- Students should complete at least once course per semester.
- End dates: Seniors: **May 27, 2016** Underclassmen: **June 10, 2016**.
- I understand that **incomplete courses will NOT BE CARRIED OVER INTO THE SUMMER OR THE NEXT SCHOOL YEAR.**
- I will work weekly to complete courses and have progress completed as stated.
- I understand I can work anywhere high speed internet is available. Including the school computer lab, local library, and from my home. If I am behind in progress, I might be requested to stay after school to set up a weekly goal to complete the work on time.
- I understand that I can work in the computer lab Monday, Tuesday, Wednesday, and Friday from 2:30 – 4:00.
- I understand that the summative exam for the course **must be taken during after school credit recovery in my building Monday – Wednesday 2:30 – 4:00.**
- I understand that credit recovery courses are an independent program and there is no tutor. **I am responsible for progress monitoring.**
- I understand that progress information for the program will be delivered through the Compass program email bi-weekly. Counselors will receive this information as well.
- I understand that the Waterford School District is not liable for the loading or performance of the program on my personal computer. Once I have my log in and passwords, if I still have difficulty I am to contact the Compass Program Support personnel directly.
- Deadlines to apply: Seniors – April 11, 2016 Underclassmen - March 30, 2016. **NO EXCEPTIONS.**

By signing below I certify all of the information provided above to be true and I acknowledge and accept the policies and stipulations of the Waterford School District Credit Recovery program.

Student Signature: _____	Date: _____
Parent/Guardian Signature: _____	Date: _____

Please return this form to the bookstore. Note that the bookstore is open Tuesday, Thursday, and Friday mornings.

Please allow a 3-4 day turn around

Cash, money order or checks are acceptable. Checks and Money Orders are to be made out to your high school.

****Please contact you school counselor regarding course selection or more information about the credit recovery program.**

Course (list only one semester course in each line provided) three maximum	\$100.00 Per ½ credit**
1	\$
2	
3	
Total Due	\$

**Fee of \$30.00 per 1/2 credit for students with school documented need for assistance.

Counselor Signature: _____	Date: _____
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****Request for refunds minus a \$25.00 non-refundable fee will be granted before student receives log in and instructional packet. We make every effort to have students start as soon as possible; however, it can take up to a week for processing of this application. Returned check fee will be charged to student and credit will not be issued until all fees are cleared.**

The Waterford School District makes no warranties of any kind, whether expressed or implied while using COMPASS on your home computer. The District will not be held liable for the loss of data, service interruptions, computer repairs, virus infections or for the quality of information received on your computer. It is your responsibility to understand and use the program as directed.