

Summer School Checklist:

Please review each of these items and **check each box** when you have read each one. When all boxes are checked, please sign and return this packet to the high school office, for administrative approval, no later than June 15, 2018 at 3:00 p.m.

- Summer school will begin on Tuesday, June 26, 2018 and end on Thursday, July 26, 2018 (classes will be held on July 26). Students must be completely registered by Friday, June 15, 2018, at 3:00 p.m.
- Classes will be on Tuesday and Thursday from 8:30-10:30 AM and/or 10:45-12:45 on the Bothell campus. The schedule for week of July 2 will be determined by the teacher (due to the holiday).
- Due to this summer's staffing requirements, summer school will begin one week later than previous years, but still end at the regular time. The additional instructional time required to complete summer school will be determined by the teachers and administration.
- Summer school teachers will contact you via email regarding times and locations of classes
- Up to two (2) semester courses may be taken during summer school for a total of 1.0 credits.
- Parents must request in writing to marian.s@cedarpark.org if they would like a summer school grade to replace a grade on a student's high school transcript.

Fees:

- One-time Registration fee: \$30 (payable to CPCS). Due at the time of registration.
- Subject fee: \$70 per class per semester (payable to CPCS). Due at the time of registration.
- Math book deposit: \$75 refundable deposit (payable to CPCS). Due on the first day of class or date book is checked out.
- Instructor fee: \$300 per class per semester (payable directly to teacher). Due on the first day of class.

Attendance Policy:

- Every student is expected to be in class on time, including the first day of class. Every class must be attended.
- A maximum of two (2) absences are allowed, provided the absences are excused and the work is made up, in order to receive any credit.
- Four (4) tardies constitute one (1) absence. Missing thirty (30) minutes or more in any one class is defined as an absence.

Refund Policy:

- Only the Subject fee may be refunded. The Registration fee (\$30) is non-refundable.
- A written notice of withdrawal from the summer school program **must be received** no later than 3:00 p.m. Friday, June 15, 2018 - or no subject fee refund will be granted.
- Refunds will not be granted to students who fail to meet the attendance requirement.

Homework Policy:

- Parents and students should expect that there will be a significant amount of lessons and studying to be completed outside of the classroom hours. Any questions or issues should be addressed to their specific teacher.

I acknowledge that I have read, reviewed, and agree to comply with the above policies:

Parent Signature: _____ Date: _____