

Garfield Heights High School Credit Recovery Program (GHOL)

Course & Credit Recovery Agreement 2015—Summer Session

Student Name: _____ Date: _____

The purpose of this agreement is for the student to recover course credit and complete graduation requirements.

Terms of the agreement:

- Students **must** be currently enrolled at Garfield Heights High School.
 - A student may enter into this agreement if he/she has previously failed, that is received a grade of "F" in the course.
 - Students must adhere to **all Garfield Heights High School Credit Recovery (GHOL) Guidelines** to receive credit for the course.
 - Credit Recovery (GHOL) Fee of **\$200.00 per course** is charged.
 - In each content area, the student, counselor, and administrator must all agree that the student is likely to be successful in the credit recovery course.
 - The student and parent must complete and return the *Course & Credit Recovery Agreement 2015* **no later than Friday, June 19, 2015** (Late Registration) to the Guidance Office/Mr. Ruggiero at GHHS.
 - The student may need to complete the midterm exam and/or final exam (on site at GHHS) as well as pass the course in order to meet the terms of this agreement.
- Circle the courses that the student wishes to enter into a *Course & Credit Recovery Agreement* for.

English 9	Algebra I –T	Science 9	Am. History
English 10	Geometry – T	Science 10	World. History
English 11	Algebra II – T	Science 11	Government
English 12	Senior Math Topics	Health	Phys. Education

Student Name: _____ Student Signature: _____
(Print)

Email: _____

Phone#: _____ (Contact for UserID and Password)

Parent Name: _____ Parent Signature: _____
(Print)

Administrator Signature: _____

Garfield Heights High School

Credit Recovery (GHOL) Guidelines 2015

- Students must be currently enrolled at Garfield Heights High School.
- Students are required to pay a student fee of \$200.00 to the district at the time of enrollment for each course attempted in the Credit Recovery (GHOL).
- Students must have access to a computer and the internet in order to be considered for (GHOL).
- Students must complete work at a minimum rate of one lesson per course per week (e.g., 4 courses = 4 lessons per week). Failure to maintain the minimum rate may result in loss of credit, expulsion from GHOL.
- Students have (3) days from notification of enrollment to change or drop courses. Changes made after (3) days will result in a \$25.00 charge for each change. Courses dropped after (3) days will result in forfeiture of the student fee.
- Students may be required to meet face to face with their instructors to take both the midterm and final exams for the course. These exams will be taken at Garfield Heights High School. Failure to show for the assigned test date may result in a zero score on the exam and a violation of the terms of the *Course & Credit Recovery Agreement*.
- Students are expected to maintain an on-going dialog with their instructors, via the internal GHOL email system.
- All student-teacher interaction, such as answering questions and grading student work, must occur on-line. This alternative education program allows for independent study with instructor monitoring. Individual tutoring for GHOL coursework is not available from the course instructors.
- Students must comply with all Garfield Heights High School timelines and requirements to assure proper issuance of recovery credit or continued enrollment in GHOL.
- Student enrollment will be limited to the beginning of each GHOL session. The high school Principal will make final decisions on course enrollment.
- Students caught attempting to submit work other than their own can be removed from GHOL with the loss of any course credit issued and fees paid.
- Instructors may allow students to “re-do” a section two times. After the second “re-do” the grade is final.

Garfield Heights High School

Credit Recovery Program (GHOL)

SUMMER SESSION SCHEDULE

Students enrolled in full credit courses:

MUST COMPLETE THE COURSE IN 6 WEEKS: June 19 - July 30.

Students **must** take the final exam for each course at Garfield Heights High School or designated by grader.

	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>	<u>SUNDAY</u>
<u>WEEK 1</u>	JUNE 15	JUNE 16	JUNE 17	JUNE 18	JUNE 19 LATE REGISTRATION COURSES BEGIN	JUNE 20 ON-LINE CLASSES IN SESSION	JUNE 21 ON-LINE CLASSES IN SESSION
<u>WEEK 2</u>	JUNE 22 ON-LINE CLASSES IN SESSION	JUNE 23 ON-LINE CLASSES IN SESSION	JUNE 24 ON-LINE CLASSES IN SESSION	JUNE 25 ON-LINE CLASSES IN SESSION	JUNE 26 ON-LINE CLASSES IN SESSION	JUNE 27 ON-LINE CLASSES IN SESSION	JUNE 28 ON-LINE CLASSES IN SESSION
<u>WEEK 3</u>	JUNE 29 ON-LINE CLASSES IN SESSION	JULY 30 ON-LINE CLASSES IN SESSION	JULY 1 ON-LINE CLASSES IN SESSION	JULY 2 ON-LINE CLASSES IN SESSION	JULY 3 ON-LINE CLASSES IN SESSION	JULY 4 ON-LINE CLASSES IN SESSION	JULY 5 ON-LINE CLASSES IN SESSION
<u>WEEK 4</u>	JULY 6 ON-LINE CLASSES IN SESSION	JULY 7 ON-LINE CLASSES IN SESSION	JULY 8 ON-LINE CLASSES IN SESSION	JULY 9 ON-LINE CLASSES IN SESSION	JULY 10 ON-LINE CLASSES IN SESSION	JULY 11 ON-LINE CLASSES IN SESSION	JULY 12 ON-LINE CLASSES IN SESSION
<u>WEEK 5</u>	JULY 13 ON-LINE CLASSES IN SESSION	JULY 14 ON-LINE CLASSES IN SESSION	JULY 15 ON-LINE CLASSES IN SESSION	JULY 16 ON-LINE CLASSES IN SESSION	JULY 17 ON-LINE CLASSES IN SESSION	JULY 18 ON-LINE CLASSES IN SESSION	JULY 19 ON-LINE CLASSES IN SESSION
<u>WEEK 6</u>	JULY 20 ON-LINE CLASSES IN SESSION	JULY 21 ON-LINE CLASSES IN SESSION	JULY 22 ON-LINE CLASSES IN SESSION	JULY 23 ON-LINE CLASSES IN SESSION	JULY 24 ON-LINE CLASSES IN SESSION	JULY 25 ON-LINE CLASSES IN SESSION	JULY 26 ON-LINE CLASSES IN SESSION
<u>FINALS WEEK</u>	JULY 27 ON-LINE CLASSES IN SESSION	JULY 28 ON-LINE CLASSES IN SESSION	JULY 30 FINALS @ GHHS	JULY 30 FINALS @ GHHS			

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Summer Session -- 2015
216-662-2800**

REGISTRATION INFORMATION

**HIGH SCHOOL SUMMER SESSION
FRIDAY, JUNE 19 – THURSDAY, JULY 30, 2015**

1. Registration **in the guidance office** will begin Monday, May 18, 2015 and run through Tuesday, June 2, 2015. Walk-in registrations will be accepted thru Friday June 19, 2015. Completed forms with accompanying payment must be received **NO LATER THAN 12:00 noon** on Friday, June 19, 2015. These may be brought in person to GHHS – guidance office.
2. Students must be currently enrolled at Garfield Heights High School.
3. All class assignments will be made on a first-come first-served basis.
4. Registration must be paid in full with cash, credit card, or money order made payable to Garfield Heights Board of Education. Returned non-sufficient fund checks will result in an additional assessed fee of \$35.00.
5. **Course & Credit Recovery Agreement 2015 and GHOL application must be signed and returned with the registration.**
6. Students **must meet with Mr. Ruggiero to receive their User Id & password.**

STUDENT CODE OF CONDUCT

Credit Recovery Program (GHOL) Summer Session – 2015 has adopted a code of conduct. Violations of school rules and regulations, during the time a student is under the auspices of school personnel and/or authorized volunteers, may result in disciplinary action, including, but not limited to, the removal from Summer session without credit and without tuition refund. The kinds of misconduct likely to result in this consequence are included in the **Course & Credit Recovery Agreement 2015** which **must be signed and returned with the registration.**

Garfield Heights High School Credit Recovery (GHOL)

FACT SHEET

2014-15 SCHOOL YEAR

Program Overview:

Garfield Heights High School coordinates an internet based educational option for students requiring recovery credit for graduation. GHOL provides students with a worthwhile alternative to the traditional classroom. All instruction and student assignments are completed on-line using a research based curriculum aligned with Ohio's curricula models. Students need to meet with instructors for mid-term and final exams.

Student Enrollment

Enrollment into the Garfield Heights Online Learning is not an independent decision of the student and/or parent. All interested students must contact the high school Guidance Office to discuss registering for courses. **The student must be enrolled in the Garfield Heights School District.** Garfield Heights High School Credit Recovery (GHOL) will accept no student registrations without prior approval.

Computer Access

Every student and teacher must have access to a computer with Internet capability. Learning occurs via the Internet and the World Wide Web. GHOL coursework is available 24 hours per day, 7 days per week.

Student Work Load

Students may register for one to four credits. A one-credit course consists of 18 lessons requiring at least 120 clock hours for completion. Students will log on and complete their work in a self-paced, self-directed environment. All student responses must be original and stated in the student's own words. The Garfield Heights High School GHOL Coordinator records student progress every two weeks. The progress report is reported to the student's guidance counselor. The report outlines the number of lessons completed per course.

Student-Teacher Interaction

All student-teacher interaction, such as answering questions and grading student work, must occur on-line. This alternative education program allows for independent study with instructor monitoring. Individual tutoring for GHOL coursework is not available from the course instructors. All student progress is monitored via an electronic grade book. Students receive rapid feedback to their questions via e-mail. Students must meet with the teacher for face-to-face administration of midterm and final exam assessments. This meeting will take place at Garfield Heights High School. Mid-term and final assessments must be completed by students enrolled in one credit courses. A final assessment is required for students enrolled in one-half or partial credit courses.

Monitoring of Student Progress

As assignments are completed, they are electronically submitted. Teachers grade the work via the electronic grade book. Each teacher creates, administers and grades student assessments. The administration of the mid-term and final assessments may take place at Garfield Heights High School. The student and the guidance counselor receive a *Certificate of Completion* containing the course grade. **Garfield Heights High School maintains all student records.**

The grading scale for all assignments and assessments is:

90-100 A

80-89 B

70-79 C

60-69 D

Below 60 F

School District Policy

Participation in the Garfield Heights High School Credit Recovery (GHOL) is an educational option approved by the Garfield Heights School District. The policy outlining a school district's participation, including calculation of grades into a student's GPA, shall be addressed in the Garfield Heights High School grading policy.

Contact Person

For enrollment information, please contact the high school guidance office or Mr. Ruggiero at Garfield Heights High School.