

Section 21f  
**Student Contract**

Completed with student,  
parent and counselor/principal.

Student Name: \_\_\_\_\_ School: \_\_\_\_\_

**Student Policy:** Due to the uniqueness of the online learning program, certain standards and behaviors are expected of students. Parents and students are expected to complete the online readiness rubric found in the "Parent Guide to Online Learning" located at:

[http://media.mivu.org/institute/pdf/parent\\_guide\\_2013.pdf](http://media.mivu.org/institute/pdf/parent_guide_2013.pdf)

**Please read through the following agreements and initial in the space provided:**

As a student enrolled in an online Section 21f course, I am aware that:

1. \_\_\_\_\_ I can create and maintain a study schedule without face-to-face interaction with a teacher.
2. \_\_\_\_\_ I will adhere to the school's timelines for completion of course requirements. The district's policies will take precedence in meeting program/course requirements.
3. \_\_\_\_\_ As a student, certain standards are expected of me. Appropriate use of the Internet is expected at all times. All terms outlined in the district's Acceptable Use Policy, Bring Your Own Device Procedures (BYOD), Student Code of Conduct, and Academic Honesty Policy.
4. \_\_\_\_\_ All course work and submission that I do may be retrieved and/or monitored by the mentor teacher at anytime.
5. \_\_\_\_\_ I will follow procedures specific to the course(s) I am enrolled in.
6. \_\_\_\_\_ I must communicate with my mentor as well as my on-line teacher on a weekly basis.
7. \_\_\_\_\_ I must not inappropriately use information within the course.
8. \_\_\_\_\_ I must follow all other rules as specified by the district, mentor, and on-line teacher.
9. \_\_\_\_\_ Weekly contact with the mentor teacher is mandatory. If you cannot contact the mentor, then reasonable attempts should be made via phone if email is not possible. More than two (2) unexcused weeks of contact may result in removal from the program.
10. \_\_\_\_\_ I will be committed to the courses, adhere to the course schedules as prescribed, and I understand that drops will be allowed only as outlined by the online provider and the NPS building add/drop procedures.
11. \_\_\_\_\_ I understand that the courses will be listed on my transcript or permanent academic record.
12. \_\_\_\_\_ I must still take local and state assessments (MEAP, EXPLORE/PLAN, and MME) as scheduled. (if applicable)

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**Consequences for Violations:**

- 1<sup>st</sup> offense: I will be given a verbal warning. My parents will be notified.
- 2<sup>nd</sup> offense: I will be given a written warning. My parents will be notified.
- 3<sup>rd</sup> offense: A parent meeting will be scheduled to review program placement.

**Severe Misconduct:**

Regardless of whether the offense is a first time offense, I may be removed from the course and/or program with a grade of "Failing" and will fall within the jurisdiction of reassignment to on campus classes at my school.

**Section 21f Waiver Signatures**

\_\_\_\_\_

Designated School Official

\_\_\_\_\_

Date

\_\_\_\_\_

Title

\_\_\_\_\_

Mentor Teacher

\_\_\_\_\_

Date

**Student Acknowledgment and Understanding:**

I have read, understand and acknowledge all the expectations and the policy as set forth in this document. I agree to abide by the guidelines as stated.

\_\_\_\_\_

Student Signature

\_\_\_\_\_

Date

**Parent/Guardian Acknowledgment and Understanding:**

I have read and understand the student policy and stated expectations for my child and agree to support the Section 21f Online Learning Courses expectations. I understand that participation in my child's education will help determine his/her likelihood of success in the program. Therefore I will monitor and support my student in his/her studies. I agree to be accessible and readily available to the mentor or online teacher to discuss my child's progress and development. I understand time management and attendance is vital to my student's success. I understand acceptance into this program may be based on class size and my child must fulfill program expectations in order to remain enrolled. Failure to follow these policies may result in dismissal from the program.

\_\_\_\_\_

Parent/Guardian Signature

\_\_\_\_\_

Date