



Revision 7.1.25

Student's Name: _____

Website: cimlearn.com

Username: _____

Password: _____ (birthday 6 Digits)

Course Name: _____ Semester 1 [] Semester 2 []

Course Name: _____ Semester 1 [] Semester 2 []

*Courses have to be completed by: _____

After enrollment, parent and student must complete orientation in order for EdOptions to finalize the registration process. Staff will include this compact with enrollment packet and sign a Lab sheet for today. Parent will receive a copy of the Compact for their records.

Mandatory Orientation Requirements:

Parent	Facilitator	Student	Orientation Requirement
			Parent(s) and student(s) are given login and password and properly introduced to the "CIM". They are taught how to access CIM (independently of device being used, like smartphone, tablet, PC, etc.). They are signed in at the Learning Center the day of Application. All parties agree student(s) will attend a Learning Center regularly and if they have ANY technology issues they will not use that as an excuse from working on class. Instead, they will simply come into the Learning Center. <i>Task:</i> Login to the CIM
			Parent(s) and student(s) are taught how to monitor progress in the "Overview" section of CIM and agree to do so weekly for parents and daily for students . <i>Task:</i> Login and print progress.
			Parent(s) and student(s) are taught how to analyze all information in "Daily Activity". Students and parents agree that they will work hard, stay in the green and finish classes on time WITHOUT EXCUSES . School must be the priority (i.e., Job, Activities, or Sports cannot keep students from schoolwork).
			Parent(s) and student(s) are taught how to send messages to their facilitator and to teachers in the classes that are currently assigned. <i>Task:</i> students send three messages. Reading and sending messages is required. <i>Task:</i> Parents send three messages.
			Parents agree to send message to teachers on a weekly basis to ensure student success. Students agree to respond to all teacher messages within 48 hours. Both agree to complete and submit timesheets.

Parent(s)/Student(s) must agree to the following:

Parent	Facilitator	Student	Orientation Requirement
			The staff is the authority at EdOptions and staff members will be Respected at all times. Students will not disturb other students, or use profanity verbally or in writing to anyone. Cell phone use is at the discretion of the school and is limited. To ensure order, exiting a Learning Center must be confirmed with staff. Any infractions of these rules will be reported to the administration team and can result in immediate student dismissal.
			Academic rigor is important thus we expect our classes to take approximately 70 hours for a ½ credit class. Teachers may add additional content to classes.
			Staff can require students to attend the Learning Center any time a student is behind in progress to facilitate lesson completion. Failure to complete a class in the required amount of time, pass essays, pass the Final Exam or failure to submit required timesheets will result in NO CREDIT .
			Final Exams must be proctored at one of the EdOptions Learning Centers during normal Learning Center hours. Finals are the only true measure of student mastery. Final Exams require a score of 70% in 2 attempts. Only the TOR can grant an additional 2 attempts (1 at a time to see if more remediation is needed). This can only happen after assigning Additional Lessons as Remediation . If after second remediation a student scores a 69% or less, then the student will fail the class and must retake the entire class.
			Essays must be done in order and on time. They must be saved on the desktop or thumb drive prior to copying to Assignment. Students will check to see Essays are uploaded prior to logging out. Essays can be lost otherwise . To receive credit for the class, the student needs to complete and pass ALL of the Assignments, including Essays and Final Exam.
			Timesheets for students must be turned in every Monday (30 hours per week of work is recommended for full-time students to insure academic success).
			A student will not be placed in another course until all timesheets are turned in for their previous coursework. The site coordinator will inform administration if this becomes an issue.
			Students attending a public school in the state of Arizona are required by law to be evaluated by state assessments. Students are required to take the state assessments.
			In order for EdOptions HS to issue a student a diploma, the student must first complete at least 2 full credits at the school and must have completed a Career Essentials course while in high school.
N/A		N/A	Staff will input lab time on lab timesheet for intake meeting and will lineout any days on home timesheet prior to enrollment date that do not apply to current week. Staff will send copy of Student-Parent-Compact and lab sheet for the same day with enrollment packet to school administrative
			Students and parents are required to have read and agree to everything in our student handbook and the agreements above to ensure educational progress. Failure to comply may result in classes being suspended and/or the student being withdrawn from the school.

Parent

Date

Learning Center Facilitator

_____ Send this w/enrollment

Date

Student

Date