

# **GUILFORD HIGH SCHOOL**

## **Summer School Program**

The Guilford High School Summer School program offers several credit courses designed to allow a student to earn a passing grade for course work previously failed, improving a passing grade in Mathematics to maintain current course leveling, or to preview a course without seeking credit.

### **GENERAL INFORMATION**

#### **Location**

Classes will be held at Guilford High School for the 2008 summer session. Location may vary from year to year depending on district facility projects. Any change will be announced by May 1<sup>st</sup>.

#### **Term**

Classes begin 7 calendar days after Guilford High School graduation. This will allow students and their families to make appropriate decisions and accommodations for summer school participation. This year the Summer School start date is Monday June 30, 2008.

#### **Course Availability**

All courses listed in the Summer School Brochure require a minimum number of student registrants to run. If there is not sufficient interest in a particular course, it will not be provided during Summer School. Please see the course specifics in the brochure.

#### **Tuition**

The Guilford School program is financially self-supportive. As a result, all summer school courses are \$225.00.

#### **Class Hours**

Each Guilford Summer School course will meet for a total of 50 hours over the course of the term. Students who need to earn credit are required to complete all 50 hours. Session I classes will meet from 7:30 am – 10:00 a.m. Session II classes meet from 10:10 am – 12:40 pm.

## **Credit**

Successful completion of a credit-course will earn the student .5 credit. Successful completion includes:

- a. Satisfactory Attendance – **50 contact hours required**.
- b. Completion of all course work
- c. Attendance and completion of the final exam

The Director of Summer School will forward all grades and necessary notations to the student's guidance counselor. Successful completion of course work might determine student placement in the upcoming academic year. Parents are recommended to maintain contact with the guidance department for proper scheduling of courses for the upcoming school year.

## **Non-Credit Courses (Mathematics)**

Students enrolled in mathematics courses to maintain current level or increase level for the next year must complete all course requirements. Attendance and a minimum grade on the final exam are required. Students should consult with their classroom teacher or Mathematics department chairperson for specific course requirement when making summer school course selection. The Director of Summer School will forward all grades and necessary notations to the student's guidance counselor and the Mathematics chairperson at the end of the summer session.

## **Qualifications for credit courses**

Below are the qualifications of participation in credit courses offered in the Guilford Summer School program:

- a. The student must have successfully passed (D- or higher) at least 2 marking periods in a full-year (2 semesters) course or 1 marking period in a half-year (1 semester) course.
- b. Students who have lost credit due to excessive cuts and tardies must have written approval from their Academic Dean to enroll in Summer School.

If a student has lost credit in a course due to excessive cuts or tardies under the policies stated in Guilford High School Student Handbook, the student will only be allowed to participate in Summer School if that student maintains his/her attendance in the class for the balance of the school year **AND** takes the final exam.

## **Registration**

Guilford High School students who request to enroll in a summer school course must do so with the acknowledgement of their guidance counselor and parent/guardian. Students can obtain a registration form in the Guidance Department or on the district website at [www.guilford.k12.ct.us](http://www.guilford.k12.ct.us). Students will be officially registered in the course only after the following have been received at the summer school office:

1. a completed registration form and
2. payment of course(s). (Checks should be made out to *Guilford Summer School*)

## **Attendance**

Attendance will be taken the same as in the regular school year. Any student who misses any of the required 50 hours must meet with the Director of Summer School. Students will be required to make up anytime and course work missed as a result of an absence or tardy to summer school. Any personal attendance conflicts (i.e. planned family vacations, etc) must be submitted in writing to the Director of Summer School at time of registration.

## **Refund Policy**

**Refunds will not be issued after the first day of summer school.** The Guilford Summer School Program is financially self-supportive and therefore decisions regarding enrollment and course sections must be made in fairness to all students and teachers.

**NO REFUNDS WILL BE MADE WHEN STUDENTS ARE DROPPED FROM A CLASS FOR POOR ATTENDANCE OR DISCIPLINARY REASONS.**

## **Report Cards/Progress Reports**

Notification of student grades will be issued after the end of the summer school program. In addition, teachers will issue a mid-term progress report. Parents/guardians will be asked to sign progress reports and return them to the classroom teacher. Any additional requests for progress reports can be made through the Director of Summer School or the classroom teacher.

## **Transportation**

Students and families are responsible for transportation to and from summer school. The Guilford Public Schools does not provide transportation for Guilford High School summer school students.