



**ADVANTAGE
PREPARATORY
SCHOOLS**

ENROLLMENT PACKET

YOU SHALL KNOW THE TRUTH AND THE TRUTH SHALL SET YOU FREE

**Advantage Preparatory Schools, Inc.
Enrollment Packet[®]**

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What's In The Enrollment Packet?

Enrollment Requirements	pages 4 - 6
Summary of Requirements	(pg 4)
Registration Fees and Time Frames	(pg 4)
Refund Policy	(pg 4)
Schedule of Tuition	(pg 4 - 6)
Curriculum Options	pages 7
Required Forms	pages 8 - 28
Enrollment Instructions	(pg 8)
Educational Expectations	(pg 9)
Elementary Level Form	(pg 13 Required one per student)
Jr. & Sr. High Level Form	(pg 15 Required one per student)
Emergency Health Form	(pg 17 Required one per student)
Transfer of Records Form	(pg 19 Required one per family)
California State Health Forms	(pg 21 Required for all new students.)
HSLDA Membership	(pg 24 Required for each family)
APS Enrollment Waiver	(pg 25 Required for each family)
Standards of Behavior and Dress	(pg 27 Required for each family)
Requirements of Parent/Teachers	page 29

Please keep a **blank Master Copy** of the following forms in your *APS Survival Guide**

- These forms are found in the *APS Enrollment Packet*:
 1. Educational Expectations (Elementary Level)
 2. Educational Expectations (Jr/Sr. High Level)
 3. Emergency Health Form
 4. Health Information Form
- These forms are found in the *APS Homeschool Survival Guide**:
 1. Grade Sheet (K - 6)
 2. Grade Sheet (7 – 12, end of 2nd Quarter)
 3. Grade Sheet (7 – 12, end of 4th Quarter)
 4. Lesson Plans (Elementary Level)
 5. Lesson Plans (Jr/Sr. High Level)
 6. Attendance Sheet
 7. Parental Consent Form
 8. Standards of Behavior and Dress

* The *APS Homeschool Survival Guide* is provided to families upon acceptance into APS.

ENROLLMENT REQUIREMENTS

SUMMARY OF REQUIREMENTS

- Completion of APS Enrollment Form (Mail as early as possible, beginning April 15)
- Completion of all other APS registration forms. (Completion of processing no later than July 31)
- Completion/transfer of all health forms required by the State of California.
- Confirmed current membership in HSLDA (Group Discount available).
- Receipt of the registration fee, insurance surcharge AND at least one month's tuition per student.

Students are not considered enrolled until all appropriate forms, HSLDA confirmation and payment are received. Receipt of the Registration Fee, Insurance Surcharge and at least one month's tuition per student are due upon enrollment. Full payment may be made for a substantial discount. (See *Schedule of Tuition and Available Discounts*)

REGISTRATION FEES AND TIME FRAMES

A **non-refundable*** registration fee of \$25.00, an Insurance Surcharge of \$15 and at least one month's tuition is required for each student enrolling in APS.

Students may register for enrollment **only during Open Enrollment**. Open Enrollment is from **APRIL 15 – MID-JULY**. Enrollment forms may be sent as early as **APRIL 15**. To begin enrollment, complete the APS Enrollment Form and mail as early as possible, beginning April 15.

Enrollment forms of new students are processed in the order they are received.

New students should know if they have been accepted into APS by early June.

ENROLLMENT FORMS WILL NOT BE ACCEPTED AFTER MID-JULY (AND SOMETIMES EARLIER).

ALL ENROLLMENT PROCESSING MUST BE COMPLETED BY JULY 31. Students transferring from out-of-state schools may be enrolled at other times, on a per-case basis. Please contact the APS office for more details.

The \$25.00 registration fee and tuition may be **reduced** by early full payment of tuition.

For further details see the *Schedule of Tuition and Available Discounts*.

*REFUND POLICY

Registration fees, Insurance Surcharge and tuition payments are entirely

NON-REFUNDABLE. (Checks will be returned to those who apply but are not admitted to APS.)

For additional information, please see the *School Policies* section of the *Survival Guide*.

SCHEDULE OF TUITION

Tuition is based on a **NINE MONTH** academic year. Full tuition may be paid upon enrollment, or monthly tuition payments may be arranged. Monthly tuition payments are due the first of each month. At least one month's tuition, per child, is due upon enrollment.

Tuition is reduced for families with more than one child enrolled in APS at the same time.

Additional tuition will be waived after the fourth child concurrently enrolled in APS. Families with 4 or more children enrolled in APS will only pay tuition for 4 children for the **entire family**.

Registration fees and Insurance surcharge are required per student.

Registration Fee: \$25.00 per student

Insurance Surcharge: \$15.00 per student

Tuition:

1st child \$22.50 per month for 9 months = \$202.50 per year. (Total \$202.50)

2nd child \$17.50 per month for 9 months = \$157.50 per year. (Total \$360.00)

3rd child \$12.50 per month for 9 months = \$112.50 per year. (Total \$472.50)

4th child \$ 7.50 per month for 9 months = \$ 67.50 per year. (Total \$540.00)

5th+ child \$.00 Additional tuition waived for families with 5 or more children concurrently enrolled in APS.

SCHEDULE OF TUITION AND AVAILABLE DISCOUNTS

Full tuition may be paid upon enrollment, or monthly tuition payments may be arranged.

Refund Policy: Once a family is admitted to APS, registration fees, Insurance Surcharge and tuition payments are entirely **NON-REFUNDABLE**.

Checks will be returned to families who apply but are not admitted to APS.

THERE ARE TWO WAYS TO SAVE MONEY WITH REGISTRATION FEES AND TUITION:

- **20/20 Vision** (Payment of registration and yearly tuition **by May 31**)
- **Pay full tuition** (Payment of registration and yearly tuition **June 1 – June 30**)

20/20 VISION: Applies if enrolled **by May 31** and paying full YEARLY tuition.

# of Students	Registration Fee (\$25 per student)	Tuition (\$Amt * 9 months)	Reg + Yearly Tuition	20% Discount Applied	Subtotal	Insurance Surcharge	Total Due at Enrollment
1	\$25.00 * 1 = \$ 25.00	\$22.50 * 9 = \$202.50	\$227.50	-\$ 45.50	\$182.00	\$15.00	\$197.00
2	\$25.00 * 2 = \$ 50.00	\$40.00 * 9 = \$360.00	\$410.00	-\$ 82.00	\$328.00	\$30.00	\$358.00
3	\$25.00 * 3 = \$ 75.00	\$52.50 * 9 = \$472.50	\$547.50	-\$109.50	\$438.00	\$45.00	\$483.00
4	\$25.00 * 4 = \$100.00	\$60.00 * 9 = \$540.00	\$640.00	-\$128.00	\$512.00	\$60.00	\$572.00
5	\$25.00 * 5 = \$125.00	\$60.00 * 9 = \$540.00	\$665.00	-\$133.00	\$532.00	\$75.00	\$607.00
6	\$25.00 * 6 = \$150.00	\$60.00 * 9 = \$540.00	\$690.00	-\$138.00	\$552.00	\$90.00	\$642.00

Families who **pay registration and yearly tuition** for all family members enrolled in APS, **by May 31**, may **deduct 20%** from both their total registration fee **and** their total yearly tuition.

Example: A family enrolling 4 students is charged:

\$100.00 registration fee

\$540.00 yearly tuition

\$640.00

\$640.00 x .20 = \$128.00

By having 20/20 Vision this family saves \$128.00

The 20/20 Vision discount is available only until **May 31**.

PAY FULL TUITION: Applies if enrolled **June 1 - June 30** and paying full YEARLY tuition.

# of Students	Registration Fee (\$25 per student)	Tuition (\$Amt * 9 months)	Reg + Yearly Tuition	10% of Tuition Discount	Subtotal	Insurance Surcharge	Total Due at Enrollment
1	\$25.00 * 1 = \$ 25.00	\$22.50 * 9 = \$202.50	\$227.50	-\$22.75	\$204.75	\$15.00	\$219.75
2	\$25.00 * 2 = \$ 50.00	\$40.00 * 9 = \$360.00	\$410.00	-\$41.00	\$369.00	\$30.00	\$399.00
3	\$25.00 * 3 = \$ 75.00	\$52.50 * 9 = \$472.50	\$547.50	-\$54.75	\$492.75	\$45.00	\$537.75
4	\$25.00 * 4 = \$100.00	\$60.00 * 9 = \$540.00	\$640.00	-\$64.00	\$576.00	\$60.00	\$636.00
5	\$25.00 * 5 = \$125.00	\$60.00 * 9 = \$540.00	\$665.00	-\$66.50	\$598.50	\$75.00	\$673.50
6	\$25.00 * 6 = \$150.00	\$60.00 * 9 = \$540.00	\$690.00	-\$69.00	\$621.00	\$90.00	\$711.00

Families who **pay registration and yearly tuition** for all family members enrolled in APS,

June 1 – June 30, may **deduct 10%** from their tuition. To receive the discount, full payment must be made upon enrollment, and applies only to a full 9 month academic year.

Example: A family enrolling 4 students is charged:

\$ 60.00

 x 9 months

\$540.00 yearly tuition

\$540.00 x .10 = \$ 54.00

By paying the full tuition this family saves \$54.00

The Full Tuition discount is available only **June 1 – June 30**

MONTHLY ENROLLMENT: Applies if making MONTHLY tuition payments.

# of Students	Registration Fee (\$25 per student)	Monthly ** Tuition	Insurance Surcharge	Minimum Due at Enrollment
1	\$25 * 1 = \$ 25	\$22.50	\$15.00	\$ 62.50
2	\$25 * 2 = \$ 50	\$40.00	\$30.00	\$120.00
3	\$25 * 3 = \$ 75	\$52.50	\$45.00	\$172.50
4	\$25 * 4 = \$100	\$60.00	\$60.00	\$220.00
5	\$25 * 5 = \$125	\$60.00	\$75.00	\$260.00
6	\$25 * 6 = \$150	\$60.00	\$90.00	\$300.00

Base tuition is as follows:
Child #1 \$22.50 per month for nine months
Child #2 \$17.50 per month for nine months
Child #3 \$12.50 per month for nine months
Child #4 \$ 7.50 per month for nine months
Child #5+ \$ 0.00 Additional tuition is waived for families with 5 or more children concurrently enrolled in APS.
 The Registration Fee is \$25 per student.
 The Insurance Surcharge is \$15 per student.

****Amount due each month for eight additional months after enrollment.
 After enrollment, monthly payments begin in October**

CURRICULUM OPTIONS

APS does not require a particular curriculum for all students. Instead, we encourage parent/teachers to match the child's current abilities, academic level, temperament, learning styles, etc. with recognized, professionally published curriculum. APS has no relationship with any publisher. We have, however, listed some resources to help you choose the best curriculum for your students.

In addition, APS plans to sponsor yearly curriculum workshops for the benefit of our families.

We encourage parent/teachers to customize their curriculum and activities so that their children may proceed at the rate best suited to their needs and abilities. Professional educational readiness testing is often very helpful in determining what is best for a child. APS will be happy to recommend the names of individuals who are licensed by the State of California to perform such educational testing.

There are a great many professionally published curricula available today. There is no easy answer to the question *Which curriculum should I use?* However, we do have a few suggestions as to where you might begin.

First, review the Educational Expectations portion of the *Enrollment Packet* and the Course of Study section of the *APS Survival Guide*. You will not be able to complete the Educational Expectations form until you choose your materials, but the form will help focus your thinking.

Second, become familiar with curriculum reference books. A number have been published specifically on family-based education. (See Sample List of Resources; *APS Survival Guide*)

Third, consult with the APS Curriculum Director and talk to other home-schoolers. They may even have used curriculum that you might purchase at a reduced rate.

Fourth, use the Sample List of Resources to become familiar with publishers and educational bookstores. Order free catalogs to further explore your options. The *APS Survival Guide* lists curriculum related resources. The list is only a sample. Inclusion in the list does not constitute an endorsement by APS. Likewise, exclusion of any publisher or book does not imply disapproval.

Fifth, call the APS office. APS has made arrangements with experienced teachers who are home-schoolers. These teachers are willing to assist you for a fee.

REQUIRED FORMS

The following is a list of forms that are required by either APS or the State of California. Sample forms are provided for you convenience. **Please fill out all required forms completely and promptly. ALL FORMS MUST BE RETURNED TO APS BY JULY 31.**

APS REQUIRED FORMS

The following forms have been provided for your convenience.

- Enrollment Form (Provided in Information Packet.)
- Teacher Resume / Qualifications Form (Back page of enrollment form.)
- Educational Expectations Form (Submit one per student.)
- Lesson Plans (see Survival Guide) (Submit Lesson Plans for 1 week, per student.)
- Emergency Health Form (Submit one per student.)
- Transfer of Records Form (Submit one per student, except Kindergartners.)
- APS Health Information Form (Required for all new students.)
- HSLDA Membership Form (Required for all new families.)
- APS Enrollment Waiver Form (Required for all new families.)
- Standards of Behavior and Dress Form (Required for all new families.)

Please complete the forms listed above and submit them to the APS office NO LATER THAN JULY 31. Students are not considered enrolled until the appropriate forms, HSLDA confirmation and payment are received.

Remember to keep blank master copies of all reoccurring forms in your APS Survival Guide. Thank you.

ENROLLMENT FORM

(Provided in Information Packet.)

This form was completed and submitted to APS to begin the enrollment process. If any information is missing, we request you provide the information for our records. Your information is confidential. We will not give your name, address, telephone number, etc. to anyone. Likewise, we will not give anyone else's name, address, telephone number, etc. to you. We hope that you develop positive relationships with other APS families. It is your responsibility, however, to distribute your name, address, telephone and number to those whom you wish.

Please do NOT contact the APS office for any confidential information.

TEACHER RESUME /QUALIFICATIONS FORM

(Second page of Enrollment form; one for each teaching parent)

The State of California does not require teachers in private schools to hold teaching credentials, but does require them to be "capable of teaching." The Teacher Resume/Qualifications Form is our way of demonstrating that our parent/teachers are "capable of teaching". This form is page 2 of the previously submitted Enrollment Form.

You should have listed all education and experience (voluntary or professional) which qualifies you to teach, including home school conventions and workshops which you have attended as well as church related classes or programs in which you have participated as a teacher or aide. The form should have been completed by each parent/teacher.

If you wish to update your Teacher Resume / Qualifications Form, please submit a resume with a letter asking the APS office to attached the resume to your previously submitted form.

Educational Expectations Form (one per student)

Educational Expectations need to be defined **for each student, each year**.

What are Educational Expectations?

Like a map, Educational Expectations plot where you want to go, and how you are going to get there. They can also be used during the year as a benchmark to help measure your progress.

This form is used to specify the educational goals you want to set for the year, as well as the subjects, curriculum, and resources that you expect to use to reach your goals.

What should I do with the form?

Keep a blank master copy of both the Elementary Level Educational Expectations form and the Jr/Sr. High Level Educational Expectations form in your Homeschool Survival Guide.

Keep a copy of your completed Educational Expectations form, for each student, in your Homeschool Survival Guide.

Send the original copy of your completed Educational Expectations form, for each student, to the APS office, no later than July 31.

At the Elementary level, Educational Expectations include general subjects (i.e., Bible, Math, Art, Language Arts), the goals you hope to achieve, and the titles of the books and resources that will be used in each subject during the year.

At the Jr. and Sr. High level, Educational Expectations should be expanded to include specific course titles (i.e., American Literature, Pre-Algebra, U.S. History, Botany) as well as descriptions, titles of books and resources that will be used in each course during the year.

Examples follow.

Educational Expectations Form (continued)

EXAMPLE; Elementary Level, Language Arts:

Various components for each subject are included on the Educational Expectations form (i.e. Reading, Writing, Grammar, Spelling, Listening Skills). You do not need to include all of these components in your course of study. You may also add other components by crossing out the pre-printed components and writing in your own.

In the example listed below, 4th grade “Language Arts” is comprised of four components: *Reading*, *Writing*, *Grammar* and *Spelling*. The yearly educational goals expected for each component and the book titles expected to be used are listed. *Listening Skills* is a pre-printed component that is ignored in this example.

SUBJECT	GRADE LEVEL	GOALS & MATERIALS
Language Arts		
Reading	<u>4th</u>	<u>Increase speed, fluency & comprehension. Encourage recreational reading. <i>Reading for Christian School - 4</i> (BJU)</u>
Writing	<u>4th</u>	<u>Exercises to master cursive writing. <i>A Beka Writing</i> (A Beka)</u>
Grammar	<u>4th</u>	<u>Practice punctuation, grammar and writing skills. Master contractions. Intro dictionary/encyclopedia. <i>Webster's Dictionary; Encyclopedia Britannica English for Christian Schools - 4</i> (BJU); consumable workbook</u>
Spelling	<u>4th</u>	<u>Spelling drills appropriate for grade level. <i>Spelling for Christian Schools</i> (BJU).</u>
Listening Skills	_____	_____

EXAMPLE; Sr. High Level, Science/Health:

Space has been provided to define up to four subject-related courses per year. In the example listed below, two science-related courses (*Botany 10* and *Botany 10 Lab*) are defined. Often, only one course per subject will be defined, per year. Yearly units, for each course, must be listed.

SUBJECT/COURSE	GRADE LEVEL/UNITS	GOALS/ MATERIALS
Science/Health		
<u>1 Botany 10</u>	<u>10th 10 Units</u>	<u>Intro Botany, Ecology, plant reproduction / care. The food chain, & effects of pollution on plant & animal life will be covered. <i>Life Science</i> (BJU)</u>
<u>2 Botany 10 Lab</u>	<u>10th 5 Units</u>	<u>This 2 semester-long lab includes a plant ID & propagation assignment and a recycling assignment. Taken concurrently with Botany 10</u>
<u>3</u>	_____	_____
<u>4</u>	_____	_____

Educational Expectations Form (continued)

INTRODUCTION, EXPLORATION, MASTERY

When planning your Expectations realize that there are different approaches to different subjects. The approach will affect your Expectations, your teaching and your resources.

There are numerous ways to approach teaching a subject. We suggest **Introduction, Exploration and Mastery**. When *introducing* a subject, its basic concepts are the primary subject matter. When *exploring* a subject, understanding moves from basic concepts to details and application of the subject. Teaching a subject for *mastery* involves gaining a full and deep understanding of the subject. Not all subjects need be taught for mastery. (The American Revolution, for instance, might be *introduced* or even *explored*, but very few students would study it for *mastery*.)

Some aspects of a subject may span several years. Fractions, for instance, may be **introduced** one year, **explored** the next, and taught for **mastery** the next two years. The Expectations for the first year, when fractions are introduced, will differ significantly from the years when fractions is being taught for mastery. We suggest that you consider **Introduction, Exploration and Mastery** as you plan your Expectations.

WHAT IS A UNIT

Jr. and Sr. High courses must each be assigned unit credits. A 'unit' is a numeric value that represents the number of 'instructional hours' spent on a course. Eligibility for graduation as well as entrance to most colleges is based on the number of units successfully completed. A standard course is equal to 5 units per semester. A standard lab course is equal to 2.5 units per semester. APS recognizes only standard assignment of units.

Graduation from APS Jr. High School requires **completion of at least 120 units**.

Graduation from APS High School requires **completion of at least 250 upper division units**.

In traditional schools approximately 60 'classroom hours' equals 5 unit. These hours do not include time spent at 'homework'. A one semester, 5-unit course would require 60 instructional hours plus 'homework hours'. Many private high schools use a ration of 2 homework hours for every 1 classroom hour, per day, for academic courses. A smaller ratio is used for Jr. High level courses.

Home schooling provides a good deal of flexibility in this area. There is no easy formula for determining how much instruction equals how many units in home taught courses. Usually, one hour spent in one-on-one education accomplishes more than a traditional teacher can accomplish in one hour with 32 students. **APS does not expect you to count hours; however, we do expect that a 5-unit course taught at home will equal or surpass the materials covered in its counterpart taught in a traditional school.**

Normally, published curriculum is designed to be completed as a one semester 5-unit course or as a two semester 10-unit course. Your Jr. and Sr. High courses should be five units per semester. (P.E. and Labs are 2.5 units per semester.)

For some, defining the goals for a whole year may seem impossible, intimidating or unnecessary. **Though it does take thought and effort, we believe setting your goals at the beginning will greatly help you throughout the entire year.**

Educational Expectations Form (continued)

In addition to the materials listed in your *APS Home School Survival Guide* under **Curriculum Options**, let us recommend some more resources that may help you complete your Educational Expectations:

TEACHING CHILDREN by Diane Lopez (Crossway Books)

A curriculum guide to what children need to know at each level through Grade 6.

THE HIGH SCHOOL HANDBOOK by Mary Schofield (CHEA)

A manual designed to help those who are home schooling a teenager. It deals with graduation and course requirements, writing course descriptions, and much more.

SCOPE AND SEQUENCE

Many textbook publishers can provide a document called *Scope and Sequence*. It describes what is covered in each of the courses offered by the publisher. If you are using a complete curriculum from a publisher with a *Scope and Sequence*, you should use it to complete your Educational Expectations. If not, a *Scope and Sequence* would still be a useful resource as you define your course work.

Care should be taken when completing your Educational Expectations. The form should be written as a brief overview from which daily lesson plans can be written.

If, during the year, you have a need to adjust your Expectations you may do so by submitting a revised version of this form. The form you submit at the beginning of the year is used by the APS office to create your student's CUM records. The CUMs will be built expecting a grade of each subject/course listed on your form. **If you change your Expectations, please inform the APS office, in writing, as soon as possible.**

Required Subjects:

Elementary Level:

Bible, Health, Language Arts*, Math, Science, Social Studies, Fine Arts, Physical Education.

* Language Arts is often comprised of Reading, Writing, Grammar, Spelling, and Listening Skills.

Individual grades may be given in each of these components.

The **Elementary Level** Educational Expectations form contains suggested areas of study within each of the above required subjects. These are only suggested components. The ultimate choice is yours. You may define your own course of study within each subject or you may use a packaged curriculum.

Jr. & Sr. Level:

Bible, English, Math, Science/Health, History/Geography, Fine Arts, Physical Education, Electives.

The **Jr. & Sr. High Level** Educational Expectations form contains space for four courses under each required subject. You will probably have less. **Please do not feel obligated to 'fill in all the blanks'.** If you need additional space, please make as many copies as you need.

Your Educational Expectations should take into account the individual strengths and weaknesses of each student and be appropriate for his/her level, skills and abilities. They should be challenging and yet reasonable. Avoid the two extremes of setting Expectations so high that they cannot be met or so low that they can be met with little or no effort and growth. It may be considered reasonable to accomplish between 75% - 95% of your Educational Expectations.

Advantage Preparatory Schools

Educational Expectations

Current Date _____

ELEMENTARY LEVEL

School year from Sept. _____ to June _____

Complete one form per student. If multiple students are following an identical course of study, please copy the form changing the name, birth date and grade information as needed.

STUDENTS LAST NAME	FIRST NAME	MIDDLE INITIAL	BIRTH DATE	GRADE
--------------------	------------	----------------	------------	-------

SUBJECT	BOOK TITLES / MATERIALS / GOALS
---------	---------------------------------

Bible

Biblical Concepts _____

Character Development _____

Scripture Memorization _____

Health

Nutrition _____

Personal Hygiene _____

First Aid _____

Language Arts

Reading _____

Writing _____

Grammar _____

Spelling _____

Listening Skills _____

SUBJECT BOOK TITLES / MATERIALS / GOALS

Math

Concepts _____

Calculation _____

Science

Concepts _____

Experiments _____

Human Physiology _____

Social Studies

History _____

Geography _____

Community Service _____

Current Events _____

Fine Arts

Music _____

Art _____

Drama _____

Other _____

Phys Ed

_____ _____

Advantage Preparatory Schools

Educational Expectations

Current Date _____

JR. & SR. HIGH LEVEL

School year from Sept. _____ to June _____

Complete one form per student. If multiple students are following an identical course of study, please copy the form changing the name, birth date and grade information as needed.

STUDENT'S LAST NAME	FIRST NAME	MIDDLE INITIAL	BIRTH DATE	GRADE
Subject/Course	Units	Book Titles / Materials / Goals		
Bible	10 per year			
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
English	10 per year			
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
Math	10 per year			
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
Electives	_____ per year			
_____	_____	_____		
_____	_____ per year			
_____	_____	_____		
_____	_____ per year			
_____	_____	_____		
_____	_____ per year			
_____	_____	_____		
_____	_____ per year			
_____	_____	_____		

SUBJECT/COURSE UNITS BOOK TITLES / MATERIALS / GOALS

Science

_____	<u>10 per year</u>	_____
_____		_____

History/Geography

_____	<u>10 per year</u>	_____
_____		_____

Fine Arts

_____	<u>per year</u>	_____
_____		_____

Phys Ed

_____	<u>5 per year</u>	_____
_____		_____

Emergency Health Form (one per student)

This form **MUST** be on file for each student. Normally, at least one parent/teacher will be with his/her child(ren) at all times. However, we must be prepared for abnormal circumstances. Returning families **MUST** update the form from last year.

APS EMERGENCY HEALTH FORM
(ONE PER STUDENT)

STUDENT'S LAST NAME	FIRST NAME	MIDDLE INITIAL	BIRTH DATE	GRADE
---------------------	------------	----------------	------------	-------

ADDRESS _____ (include City/State/Zip)

HOME TELEPHONE _____	WORK TELEPHONE (Father) _____	WORK TELEPHONE (Mother) _____
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EMPLOYMENT INFORMATION **FATHER:** _____ (if none, please write 'none')
 EMPLOYER NAME/ADDRESS _____

HEALTH INSURANCE COMPANY: _____

EMPLOYMENT INFORMATION **MOTHER:** _____ (if none, please write 'none')
 EMPLOYER NAME/ADDRESS _____

HEALTH INSURANCE COMPANY: _____

EMERGENCY CONTACTS: _____ (at least two besides parents)

CONTACT'S LAST NAME	FIRST NAME	ADDRESS	TELEPHONE NUMBER
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CONTACT'S LAST NAME	FIRST NAME	ADDRESS	TELEPHONE NUMBER
---------------------	------------	---------	------------------

MEDICAL INFORMATION:

IS THE CHILD ALLERGIC TO ANY MEDICINES? YES _____ NO _____
 (if YES, please list them) _____

DOES THE CHILD HAVE ANY SERIOUS HEALTH CONDITIONS? YES _____ NO _____
 (if YES, please list them) _____

MAY WE GIVE THE CHILD ASPIRIN? YES _____ NO _____

MAY WE ADMINISTER FIRST AID INCLUDING AMBULANCE? YES _____ NO _____

DO YOU AUTHORIZE THE HOSPITAL OR DOCTOR TO ADMINISTER MEDICAL TREATMENT AS NEEDED? YES _____ NO _____

DOCTOR'S NAME	ADDRESS	TELEPHONE NUMBER
---------------	---------	------------------

DENTIST'S NAME	ADDRESS	TELEPHONE NUMBER
----------------	---------	------------------

HOSPITAL'S NAME	ADDRESS	TELEPHONE NUMBER
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APS does not pay any expenses, medical or otherwise, of students who are injured at school or school-sponsored activities. APS is not responsible for any actions or injuries of any student.

AUTHORIZED SIGNATURE: (Parent or Guardian) _____ DATE _____

Transfer of Records Form (one per family)

Use this form to provide the **name, address, and telephone number** of the school(s) from which your child(ren) is transferring. If you have children who attended different schools from one another, please list all appropriate schools AND THEIR ADDRESSES. We will use this information to contact the school and request your child's CUM files be transferred to APS.

If you choose to inform the previous school that your child will not be returning, we suggest you simply tell them your child has enrolled in a ***private Christian school***. We likewise suggest that you use the phrase ***private Christian school*** when discussing your new school with your child(ren).

APS TRANSFER OF RECORDS FORM

(one per family)

The following information is required to have your child(ren)'s records transferred to Advantage Preparatory Schools. Please provide the school name, address, and telephone number for the school last attended by each child.

Student Name _____ Grade _____

School Name _____ Phone _____

School Address _____

Student Name _____ Grade _____

School Name _____ Phone _____

School Address _____

Student Name _____ Grade _____

School Name _____ Phone _____

School Address _____

Student Name _____ Grade _____

School Name _____ Phone _____

School Address _____

Student Name _____ Grade _____

School Name _____ Phone _____

School Address _____

The above named school(s) is hereby requested to transfer to APS the student records for the above named student(s).

AUTHORIZED SIGNATURE: (Parent or Guardian) _____

DATE

California State Health Forms

The Los Angeles County Department of Health Services requires that all students enrolled in either public or private schools have their immunization up-to-date. All students enrolling in APS for the first time must complete the attached **APS Health Information form**.

Two additional California State Health forms may be required:

Report of Health Examination For School Entry

California School Immunization Record

The APS Health Information form may be completed by the parent/teacher. It should accurately reflect your child's immunization history. You may need help from your doctor.

ADVANTAGE PREPARATORY SCHOOLS

Health Information

This form **MUST** be completed for school enrollment. It will become part of the student's permanent record as defined in Section 49068 of the California Education Code and shall transfer with that record. Local health departments shall have access to this record.

The Los Angeles County Department of Health Services requires that all students enrolled in either public or private schools have their immunization up to date. All students **must** have at least 3 doses of the polio vaccine, 4 or more doses of the DPT vaccine, and 1 dose each of Measles, Rubella, and Mumps (given separately or together "MMR" and the Measles must have been given **after** the first birthday). Also, if it will be the first time in California schools, a Mantoux TB test is required. All dates **must** include month, day and year.

Applicant's Name _____ Birthdate _____

A. IMMUNIZATION RECORD:

1. Poliomyelitis (TPOV) - Date (month & year) each dose was taken.

1st _____ 2nd _____ 3rd _____ 4th _____ 5th _____

2. DPT and/or Td (Diphtheria, Pertussis or Whooping Cough and Tetanus) or (Tetanus and Diphtheria only)

1st _____ 2nd _____ 3rd _____ 4th _____ 5th _____

3. Measles (Rubeola - 10 days, red measles) Date _____

4. Rubella (German Measles - 3 day measles) Date _____

5. Mumps Date _____

6. Smallpox Date _____

7. Mantoux TB Test (PPD) - required for first time in California schools.

Date given _____ Test results _____

over

B. MEDICAL INFORMATION:

1. If the applicant has had any of the following conditions, please give approximate date for each:

Measles (German) _____	Diphtheria _____	Tonsillitis _____
(Rubeola) _____	Rheumatic Fever _____	Whooping Cough _____
Chicken Pox _____	Scarlet Fever _____	Apendicitis _____
Mumps _____	Small Pox _____	Other _____

2. Explain, if any of the following conditions exist:

Difficulty with hearing _____

Hay fever or asthma _____

Hernia (Rupture) _____

Glandular condition _____

Other diseases or illnesses _____

3. Has the applicant ever had a bone fracture? _____ Explain _____

4. Has the applicant ever had any operation? _____ Explain _____

5. Is there any reason why the applicant should not take regular physical education? _____
If so, state reasons: _____

Signature _____ Date _____
(parent/guardian)

NOTE: students may be legally exempt from receiving immunization(s) because of:

- a) Medical reasons. A doctor's written statement must be attached stating which type(s) of immunizations(s) are exempted and the specific nature and probable duration of the medical conditions.
- b) Personal beliefs. Immunizations are contrary to my beliefs and I request the exemption of my child, named on this form, from the immunization requirements for entry.

COMPLETE ONLY IF YOU ARE APPLYING FOR AN EXEMPTION

Signature _____ Date _____
(parent/guardian)

HSLDA MEMBERSHIP

Membership in the Home School Legal Defense Association (HSLDA) is required for each family enrolling in APS. If, for any reason, HSLDA denies a family membership, APS will likewise deny that family's request for enrollment.

IF YOU ARE NOT A MEMBER OF HSLDA:

Please complete the HSLDA membership agreement (JOIN HSLDA website link available on APS website). Please make payment for **HSLDA Membership** directly to:

Home School Legal Defense Association
P.O. Box 3000 · Purcellville, VA 20134-9000
Phone: (540) 338-5600 · Fax: (540) 338-2733 · E-mail: info@hsllda.org

The APS HSLDA GROUP DISCOUNT NUMBER is: 292124

IF YOUR ARE CURRENTLY A MEMBER OF HSLDA:

Please **CALL HSLDA AND ASK THEM TO CHANGE YOUR GROUP DISCOUNT NUMBER TO THE APS GROUP DISCOUNT NUMBER** (see above). APS requires all families to use the APS Group Discount Number. This enables the APS office to track current family memberships.

ALL FAMILIES:

Please provide proof of your current HSLDA membership. Send proof of membership to the APS office with your other required forms, no later than July 31. You may send a copy of your HSLDA membership card or a copy of your canceled check. Please make sure your current membership expiration date is on the card or check. If HSLDA has not completed processing your membership request by the JULY 31 deadline, please provide the APS office with a copy of your completed HSLDA membership form.

A copy of your current membership card will be required each year.

Your students will not be considered enrolled in APS until current membership in HSLDA has been confirmed using the APS Group Discount Number.

**IT IS YOUR RESPONSIBILITY TO
KEEP YOUR HSLDA MEMBERSHIP CURRENT**

APS Enrollment Waiver (one per family)

This form is required to complete enrollment. Students are not considered enrolled until APS receives a complete waiver form signed by both parents. Please make sure your students understand the behavioral standards expected of them when attending APS events.

APS Enrollment Waiver

At all Advantage Preparatory Schools, Inc. activities, workshops and events we (I) will abide by the following guidelines:

We (I) have read the school policies and we (I) hereby voluntarily enroll this pupil(s) with the understanding that we (I) are responsible for conforming with all of Advantage Preparatory Schools, Inc. regulations and policies. We (I) further agree to hold Advantage Preparatory Schools, Inc. and its representatives harmless in all actions and agree that we (I) are fully responsible for the care, safety, and well being of our (my) children at all official and unofficial school activities.

We (I) understand that at least one parent must remain present at any Advantage Preparatory Schools, Inc. event at which their child is present and that parent will be responsible for their child and their child's behavior. Each event may have additional rules pertaining to that event and/or as specified by the facility where the event is being held, and they must be followed as well.

We (I) hereby waive, release, and hold harmless from any liability for damages or claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise in connection with any Advantage Preparatory Schools, Inc. activity, against the members and leadership of Advantage Preparatory Schools, Inc., and any facility where an Advantage Preparatory Schools, Inc. activity is held, including its elected and appointed officials, agents, and employees.

As parent / guardian, we (I) hereby consent to the treatment of my minor child(s), as named below, for any and all medical procedures deemed necessary as a result of accident or injury. We (I) further agree to pay any and all costs incurred as a result of said treatment. We (I) have read, understand and agree to the terms set forth in this waiver.

We (I) understand that failure to comply with the terms of this agreement, may result in our (my) being asked to leave the event and may limit our (my) ability to participate in future activities and events, and may result in our (my) dismissal from Advantage Preparatory Schools, Inc.

Mother	Date	Name of enrolled student
Father	Date	Name of enrolled student
Legal Guardian	Date	Name of enrolled student
Name of enrolled student		Name of enrolled student
Name of enrolled student		Name of enrolled student

STANDARDS OF BEHAVIOR AND DRESS

Parents have joined hands with APS to provide their children the best that family-based education can offer, including the areas of **socialization and values**. These two areas are often cited as major reasons parents choose to teach their children at home. As parents, we have examined the popular culture and realized that the values and social norms, pressures and fads in the culture are out of sync with the standards and values set forth in scripture. In short, parents who home school want something better for their children.

APS affirms that biblical principles are the foundation for healthy socialization and true values, regardless of what the culture is embracing at the moment. It is a privilege to attend APS and to share our biblical goals of Knowledge, Truth, and Freedom. This privilege extends to **student attitudes and the outward demonstration of those attitudes** in behavior and dress.

As an overall principle we desire to follow the admonitions of scripture:

“Whether you eat, or drink or whatever you do, do all to the glory of God” I Cor. 10:31

“Don’t allow the world to squeeze you into its mold” Rom 12:2 (Phillips’ translation)

*Even in your youthfulness, be a great example to those around you
in your speech, conduct, love, faith and purity”* I Tim 4:12

APS’ *Standards of Behavior and Dress* are presented to help parents and students better understand and enforce the standards outlined by APS. We have designed these standards to be as biblical as we can, and broad enough to cover future fads and trends as yet unimagined. We hope to function as co-laborers with parents, coming alongside to lend structure and biblical consistency in an ever-shifting society.

We ask parents to review this and the following page with their students, and **sign and return the following page** to the APS office as part of the required enrollment forms. Students in grades 6 – 12 are asked to **likewise review and sign the following page**.

Please copy the following page and keep it in your Survival Guide for your own reference.

APS expects all students to conduct themselves in such a way as to honor Christ, their families and their school. The following examples do not constitute a complete list. If your are questioning a particular behavior or style that is not listed, we suggest you follow Romans 14:23 “...*whatever is not of faith is sin.*” Or, more to the point, ***“When in doubt, don’t!”***

APS reserves the right to limit participation in APS events and/or dismiss or refuse to re-enroll any child at the school's discretion. In the event of dismissal, past due tuition charges must be made current.

STANDARDS OF BEHAVIOR AND DRESS

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BEHAVIOR

Students are expected to **behave well and respect authority** at all times. An example is the concept of “first-time compliance”. This involves the child learning to obey their parent’s instructions the first time the parent speaks. This is especially important at field trips where dangerous situations may arise.

Students are expected to be **honest and courteous** in word and in deed.

Students are expected to **exercise self-control**. Disrespectful speech (or non-verbal expression), gossip, flirtation, coarse jesting, vulgarities, profanity, intimidation, or violence, will not be tolerated.

Students are expected to **abstain from sexual immorality, drunkenness and addictions**. Physical intimacy or the use of pornography, tobacco, alcohol or recreational drugs will not be tolerated.

DRESS

Students are expected to **wear modest, appropriate clothing, hairstyles and accessories** at all school functions. Styles that identify wearers with questionable groups or questionable values are not permitted.

No body-piercing jewelry is permissible on any student with the exception of pierced earrings worn on earlobes.

Clothing and accessories with offensive or **questionable images**, pictures, graphics or words are not permitted.

Clothing should be worn in such a way that **undergarments cannot be seen** (even when arms are raised above the head). Sagged pants, cropped shirts, revealing blouses, tight or short skirts, tight or short shorts, etc. are not permitted. Shorts and skirts should extend at least to mid-thigh.

Radical hairstyles and colors are not permitted. No non-naturally occurring hair colors are permitted.

Cross-dressing is not permitted.

Should swimwear be appropriate for an event, girls are required to wear **modest, one-piece swimsuits**.

The above examples do not constitute a complete list. If you are questioning a particular behavior or style that is not listed, we suggest you follow Romans 14:23 “...*whatever is not of faith is sin.*”

Or, more to the point, **“When in doubt, don’t!”**

APS reserves the right to **limit participation in APS events, dismiss, or refuse to re-enroll any child** at the school's discretion.

_____	_____	_____	_____
FATHER	DATE	MOTHER	DATE
_____	_____	_____	_____
STUDENT #1	DATE	STUDENT #2	DATE
_____	_____	_____	_____
STUDENT #3	DATE	STUDENT #4	DATE

REQUIREMENTS OF PARENT/TEACHERS

By its very nature, family based education is a personal thing. Surveys show that the vast majority of parents who educate their children at home do so because of personal religious convictions. These parents have decided to invest in their children's future and are willing to 'pay the price' for their educational and religious freedom.

At the same time, most home-schooling families acknowledge the need for some accountability in this process.

We at APS share these convictions. We do not wish to burden home-schooling parents with a new set of institution-like rules and regulations; however, to insure proper accountability, we must have a few requirements.

The following requirements must be met by all APS families:

- Participation of at least one parent/teacher at all mandatory meetings.
(One mandatory Orientation and four mandatory APS Quarterly Workshops are scheduled each year.)
- Current daily lesson plans and attendance sheets.
One week's worth of Lesson Plans for each student must be provided to APS by July 31.
Quarterly Lesson plans and attendance sheets will be mailed-in approximately two weeks prior to each APS Quarterly Workshop. See APS Home School Survival Guide re Lesson Plans and attendance.
- Timely submission of all required forms and grade sheets.
- Timely payment of all tuition and fees.
- Cooperation in bringing CUM and student records current
- Appropriate behavior at all APS functions and events.

MANDATORY WORKSHOPS:

APS hosts only five mandatory workshops per academic year. Attendance at these five workshops by at least one parent from each APS family is **MANDATORY**.

Failure to attend a mandatory workshop will result in a make-up meeting and a \$15.00 charge. It would be helpful if you would call the APS office **prior to the workshop** and schedule your make-up meeting in advance.

If, for any reason, you cannot attend a mandatory meeting, the following two criteria must be met:

- 1) Schedule a make-up meeting with Cindee Grant, ASAP.
- 2) Pay an absence fee of \$15.00.

Failure to attend two mandatory workshops in one academic year is grounds for probation or dismissal from APS. Probation and dismissal are at the sole discretion of APS.

Failure to meet these requirements may result in probation and/or eventual dismissal from APS.