

Dear Student:

Below are some guidelines for students that plan to enroll for summer school.

There are three programs which have been approved by the district and will allow you to make up a maximum of 2 credits that have not been successfully earned this year or previous years.

Institution	Registration	Contact
Waterfront Learning (online)	Online application & payment http://www.waterfrontlearning.com Enrollment is open From June 1- July 12 The course will last 4 weeks from enrollment \$255 per course	412-394-4996 wflhelp@aiu3.net
The Keystone School (* most popular)	Keystonerecovery.com Paper Packet \$116 per course	800-255-4937 info@keystoneschoolonline.com
Phase 4 (Physical classroom)	Enrollment begins immediately Classes begin June 18 through July 13 Morning Session – 8:00 a.m. -11:00 a.m. Afternoon Session – 12:00 p.m. – 3:00 p.m. \$200 per course	412-650-9004 www.phase4learningcenter.org

Please check websites or call for enrollment and class times, the above information is subject to change.

Important Information

NO Extensions will be approved

All courses must be approved by your guidance counselor or principal prior to enrollment. This will ensure that you will be able to earn credit for any courses taken. Each institution has a different grading scale; however, South Park School District requires students to follow its grading scale and obtain a minimum of a 65% to pass each course taken.

An email needs to be sent to the school when the student is enrolled for summer school with name of institution and the course name. Emails should be sent to the following:

bethany.chicoralewis@sparksd.org

melissa.jones@sparksd.org

justin.dellarose@sparksd.org

david.palmer@sparksd.org

ENROLLMENT FORM

keystonecreditrecovery.com E info@keystoneschoolonline.com P 800.255.4937 F 570.784.2129

SCHOOL INFORMATION

Complete this form in full and send with payment to Keystone Credit Recovery, 920 Central Rd., Bloomsburg, PA 17815, or e-mail to info@keystoneschoolonline.com, or e-fax (credit card payments only) to 570.784.2129. You may also complete this form online at keystoneschoolonline.com/credit-recovery/getting-started

School Name _____

School Address _____

City/State/Zip _____

Phone _____ Fax _____

E-mail Address--(REQUIRED) _____

School Official's Name _____

Title _____

Keystone recommends seeking school official pre-approval. Refunds will not be given due to school non-acceptance.

SPECIAL INSTRUCTIONS: _____

COURSE SELECTION *(Not eligible for South Park students)*

Part A or B: \$116 | 8 week max
Both Parts A and B: \$155 | 16 week max

COURSE	GRADE				PART
	9	10	11	12	
English					A B Both
Mathematics (General)					A B Both
Algebra 1	9	10	11	12	A B Both
Algebra 2		10	11	12	A B Both
Geometry		10	11	12	A B Both
Biology		10	11	12	A B Both
Chemistry		10	11	12	A B Both
Earth Science	9	10	11	12	A B Both
Physical Science	9	10			A B Both
U.S./American History	9	10	11	12	A B Both
World History	9	10	11	12	A B Both
Geography	9	10	11	12	A B Both
American Government	9	10	11	12	A Only
Economics	9	10	11	12	A Only
Health	9	10	11	12	A Only
Physical Education	9	10	11	12	Part A Only
Spanish 1	9	10	11	12	A B Both

CORRESPONDENCE

\$116/course | 8 week max
For faster shipping and foreign rates, call 800.255.4937

COURSE	GRADE													
	6	7	8	9	10	11	12	6	7	8	9	10	11	12
English														
Mathematics (General)	6	7	8	9	10	11	12							
Algebra 1				9	10	11	12							
Algebra 2					10	11	12							
Geometry					10	11	12							
Biology					10	11	12							
Chemistry												11	12	
Earth Science			7	8	9	10	11	12						
Life Science			7	8	9	10	11	12						
Physical Science				8	9									
American Cultures			7	8										
World Cultures			7	8										
U.S./American History						10	11	12						
World History						10	11	12						
Geography (U.S.)			7	8	9									
Social Studies (Civics)					9	10	11	12						
American Government					9	10	11	12						
Health					9	10	11	12						
Physical Education	6	7	8	9	10	11	12							

Enter course selection(s) below.

COURSE	GRADE	Part			ONLINE Part A or B: \$116; both parts: \$155	CORRESPONDENCE \$116 per course	PRICE
		A	B	BOTH			
							\$
							\$
							\$
TOTAL PAYMENT DUE =						\$	

STUDENT/PARENT

Form must be completed in full, signed, and dated by a parent/guardian. Please keep a copy of this form for your records.

Student Name First/Last _____

Parent Name First/Last _____

Mailing Address _____

City/State/Zip _____

Phone _____ E-mail (REQUIRED) _____

Student Signature _____ Date _____





Parent/Guardian Signature (REQUIRED) _____ Date _____

Signature verifies that student has previously failed the selected course(s) or is working to improve grade, and also confirms understanding that no original credit will be granted for credit recovery courses. Impact of course grade on student's transcript is at the discretion of his or her primary school.

Parent/Guardian E-mail (REQUIRED) _____

Method of Payment:

Total Payment Enclosed \$ _____

- Certified Check or Money Order
- Personal Check (\$20 service charge on all returned checks)
- Credit Card (select one)    

Credit card payment: Provide details below and e-fax form or e-mail and attach form.

Card Number _____

Card Security Code _____ Expiration Date (month/year) _____

Card Holder Name (type out) _____

Card Holder Signature (required) _____

A complete refund less a \$30 cancellation fee is issued if a student cancels (unenrolls) within 10 days from his/her date of enrollment. Shipping and handling are nonrefundable. Enrollment forms may be duplicated.



Credit Recovery Course Pre-Approval Form

This pre-approval form is an agreement between the student listed below and their school, regarding approval and treatment for taking credit recovery course(s) from The Keystone School. This form addresses common questions and ensures the student and their schools are aligned on expectations.

The School Counselor is to complete this form and provide to the student. Parents can enroll by choosing one of the following enrollment options.

ENROLLMENT OPTIONS

OPTION 1: Apply online at keystoneschoolonline.com/credit-recovery.

OPTION 2: Download an enrollment form at keystoneschoolonline.com/credit-recovery. Complete the form and send it along with payment via one of the following methods:

Mail: Keystone Credit Recovery
920 Central Road
Bloomsburg, PA 17815

E-mail: info@keystoneschoolonline.com

E-fax: (credit card payments only)
570.784.2129

The Keystone School will deliver the final grade report to the school after the course has been completed and paid for in full.

STUDENT, COURSE, AND GRADE LEVEL

STUDENT NAME _____

COURSE NAME AND GRADE LEVEL _____

COURSE FORMAT ONLINE CORRESPONDENCE EITHER

COUNSELOR/SCHOOL ADMINISTRATOR

If the above student achieves a grade of _____ or higher, documented on an official Keystone grade report, we will grant _____ credit for this course. The grade received from Keystone will:

replace the original grade

be averaged with their original grade

other _____

SCHOOL NAME _____

SCHOOL OFFICIAL'S NAME _____

TITLE _____

SCHOOL OFFICIAL'S CONTACT INFORMATION (e-mail, mail, or fax number for Keystone grade report) _____

SCHOOL OFFICIAL SIGNATURE _____

DATE *mm/dd/yyyy* _____



WFL Summer School 2018 Policies and Guidelines

Phone: 412-379-4996

Email: wflhelp@aiu3.net

Course Enrollment Policy – Recover Now!

Recover Now!: Students can participate in rolling enrollment anytime beginning June 1, 2018 and ending on July 12, 2018. For students needing to recover credit in more than one course, we recommend that they stagger their registration so that they are never taking more than (2) courses at a time.

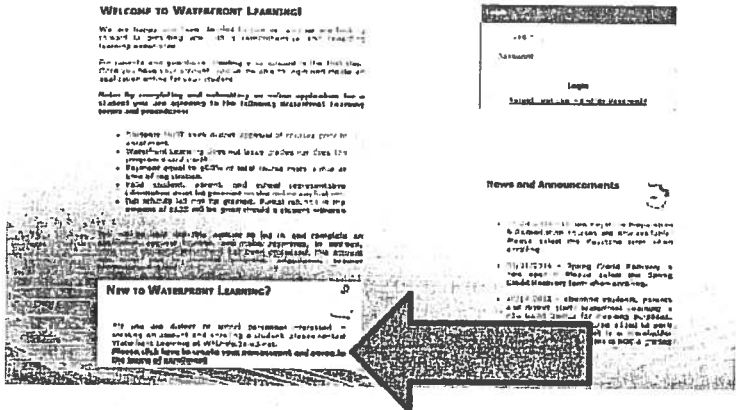
NCAA Guidelines – NCAA eligible athletes are not approved to take 4-week “Recover Now” course offerings or terms. Please call Rebecca Gill, Coordinator of Online Learning to talk about the options available for student athletes.

Extension Policy – For enrichment and Recover Now!, a one-time extension with a maximum of (4) additional weeks of access will incur an additional fee of \$255.00. Extensions must be approved in writing by the student’s school district. Payment must be made in full prior to the extension being processed.

No Refund Policy – No Refunds will be granted for a student’s failure to earn a passing grade in a course. No refunds will be granted for a student’s inability to complete the course within the scheduled term. No Refunds will be granted in the event that a district denies the awarding of credit. At the time of registration into a summer school course through Waterfront Learning, the parent/guardian must acknowledge that they have obtained written school district administration approval before a student enrolls in any course to be taken to satisfy district specific credit requirements and deficiencies.


How to Complete the Online Application

1. To create a new application for participation in Waterfront Learning, visit <http://waterfront.geniussis.com>. Please read the disclaimer, "Welcome to Waterfront Learning" at the top of the page prior to beginning the Online Application.
2. To enroll in a course, you must first create an account. Select, "Please click here to create your new account and agree to the terms of enrollment" to begin the online application process.



3. The first account created is the **Guardian Account**. This is the account you will utilize to monitor your child's progress and grades, and submit payments. Please enter your information, and create a username and password that you will remember. You will enter your child's information later in the process.

Enter all **Guardian** information here to create a **Guardian Account**.

 **Create your user account**

Please complete the following required fields to create your user account. With this account you will be able to login and create an application for your student(s).

Last Name*

First Name*


Email Address*

Phone*

Login*

Password*

Confirm Password*

 Your answer to the secret question will be used to verify your identity in case you forget your password or need to speak to us.

Secret Question*

Secret Answer*

Create

9. Click on *Request New Course* link



10. Select the *Term* from the dropdown menu.

- *Recover Now! Option* – Credit Recovery programs – students taking these courses have taken them before and are retaking to earn a higher grade.
- *2018 NCAA Eligible Recover Now!*- The only option for students who are seeking to maintain NCAA eligibility.
- *Summer Enrichment Option* – Enrichment courses that students are taking to get ahead in their coursework for the next school year.

The terms to choose from for summer 2018:

- “2018 Summer Enrichment”
- “2018 Recover Now” (credit recovery)
- “2018 NCAA Eligible Recover Now”

11. Select the *Course* the student will be taking from the dropdown menu provided.

18.

Step 2: Select Payment Method

is on the item you could like to pay for (Amount: \$1,234.56)

Step 3: Make Payment

PAY WITH CREDIT CARDS

Last Name:

Last Name:

Address 1:

City:

State:

Credit Card Type:

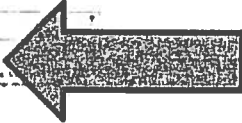
Credit Card Number:

Expiry Month:

Expiry Year:

Submit

If a student reneges the program of the course to withdraw prior to starting a course, a refund less a \$100.00 administrative fee will be issued to the student. The student agrees to this policy.



19. Your child will receive a **Course Registration** email when their course is available to begin. This will be sent within 24 hours of the published course start date.



FAQs – Waterfront Learning Summer School 2018

Q: What is the difference between an Enrichment course and a Recover Now! course?

A: **Recover Now!** - For students who already took a course (and need to improve their grade or overall competency). *This is not an option for students who are seeking NCAA eligibility. Please call 412-394-1378 and talk to Rebecca Gill about your options.*

Enrichment – Students who would like to advance academically by taking additional courses over the summer. This is an accelerated term that allows a student to earn up to 1 credit in 10-week period.

Q: How much do courses cost?

A: Recover Now! costs \$255; Enrichment costs \$285 for a semester course or \$450 for a full-year course. The program recommends that students take no more than two courses over the summer. All course extensions must be district approved and will be assessed a \$255 fee for a maximum of (4) additional weeks of access.

Q: How long will it take my child to complete the course?

A: There is an assignment calendar or pacing document that tells the student how much work to do each day. We recommend 2-3 hours per course, per weekday (about 10-15 hours per week). **Students must complete all coursework by the last scheduled day of the term in which they are enrolled.** Extensions may be considered upon request, but will cost an additional fee of \$255 for a maximum of (4) additional weeks of access.

Q: What will the course “look” like?

A: Beginning on the first day of enrollment, the student should log-in to Genius to access their course. All instruction is delivered online, and all assignments and assessments are submitted online. Depending on the vendor, the lessons will include a variety of activities to deliver the instruction and assessments including, reading assignments, videos, short answer response, vocabulary, labs, and quizzes/tests. Students have a content teacher and an advisory teacher to support them through their course, and they should never hesitate to reach out to their teachers or wflhelp@aiu3.net if they have questions along the way. All the curriculum requirements, like textbooks, are built into the system.

Q: How will we know when to begin the course?

A: Students must sign up and pay in-full during the registration window, April 1, 2018 – May 23, 2018. **Enrichment** courses begin on May 24th and end on August 2nd. Payment should be received in-full before the course start date; **Recover Now!** Students can register and pay anytime between June 1st - July 12th. **Please note:** Payment must be made in-full before students can begin their course(s).

Q: Where do I go to register?

A: Pay using a (credit card) and register online at <http://waterfront.geniussis.com> (if you do not see an amount in the ledger, make sure you have clicked 'submit' on the course request.) You will also need a valid email address, phone number, and counselor information (name, phone, email).

Q: Do I need my school’s permission? How will my district know my child’s final grade?

A: During registration the parent/guardian must acknowledge that they have obtained written school district administration approval before a student enrolls in any course to be taken to satisfy district specific credit requirements and deficiencies. Waterfront reports the final percentage earned to the family and the school. The school district determines the award of credit based on individual district policy. **No refunds will be granted in the event that a district denies acceptance of a course for any reason.**

Q: How do I check my child’s progress?

A: Parents can have access through Genius to monitor progress. Parents and students can also email or call their teacher for more information.

Q: What if my child does not pass the course? Will I be refunded?

A: No. Waterfront Learning does not issue refunds should a student not pass or complete the class.

Need to Recover Credit? RECOVER NOW!

OR JUST LOOKING TO GET AHEAD!



Summer 2018 (Not for South Park Students) Enrichment

- One (10) week session offered:
- \$285 for a half credit course*
- \$450 for a full credit course*
- Registration opens: April 2, 2018
- Registration closes: May 23, 2018
- Session begins: May 24, 2018
- Session ends: August 2, 2018

Note: Students cannot begin coursework until payment is received in full.

Your tuition includes:

- Support leaders to coach and advise students
- Live office hours with the teaching staff
- Live, on-demand tutoring
- 24/7 access to course work
- Self-paced engaging lessons
- 100% online content, aligned to PA Common Core
- Online parent access to attendance/progress
- Instructional support by PA qualified teachers

Summer 2018 Recover Now!

- \$255 per course*
- Students have (4) weeks from their start date to complete their course.
- Students can enroll in a session any time throughout the registration period
- Registration opens: June 1, 2018
- Registration closes: July 12, 2018

Note: Courses will be enrolled as soon as payment is received in full.

- Both districts and parents (with district approval) have the option to enroll.
- Parent payment is available online via PayPal.

* Tuition prices are subject to change without notice.

SAMPLE COURSE OFFERINGS	
Algebra I & II	Physical Science
Biology	Physics
Chemistry	Pre-Algebra
Economics	Pre-Calculus
Earth & Space Science	Physical Science
English 6-12	Psychology
Environmental Science	Science 6, 7, 8
Geography	Sociology
Geometry	Social Studies 6, 7, 8
Health I & II	Trigonometry
Life Science	U.S History
Math 6, 7, 8	World History
Physical Education	World Languages



Allegheny Intermediate Unit





PHASE 4 Learning Center, Inc.

SUMMER SCHOOL 2018 for Middle and High School Students

REGISTRATION FORM

PHASE 4 Learning Center will conduct Summer School for Middle and High School students at our Pleasant Hills location Monday, June 18 thru Friday, July 13. The morning session will run 8:00 am – 11:00 am and the afternoon session will run 12:00 pm – 3:00 pm.

Students must register at the Pleasant Hills location. Space is limited and registration will be handled on a first-come, first-served basis until capacity is reached. Registration begins immediately and will be available daily during normal operating hours (8:00 am – 3:00 pm), up to and including the start of the first session.

You must bring this form with your counselor's and parent's signatures and full payment for courses to be taken. Tuition for Summer School is \$200/course. Non-refundable payment may be made at Registration in the form of **cash** or **money order** made payable to "PHASE 4 Learning Center." *No personal checks will be accepted.*

Please PRINT the following information:

Student's Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

School District: _____ Grade: _____

Parent/Guardian Name: _____

Course(s) Needed: _____

School Counselor's Signature: (**REQUIRED**) _____ Date: _____

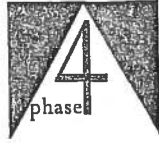
School Counselor's Phone Number w/Extension: _____

School Counselor's E-mail Address: _____

Students taking two courses must attend both morning and afternoon sessions five days a week. Student and parent signatures below indicate that the student agrees to be in attendance for all sessions during Summer School and that the student will comply with school and site rules.

Student's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____



PHASE 4 Learning Center[®], Inc.

SUMMER SCHOOL 2018 for Middle and High School Students

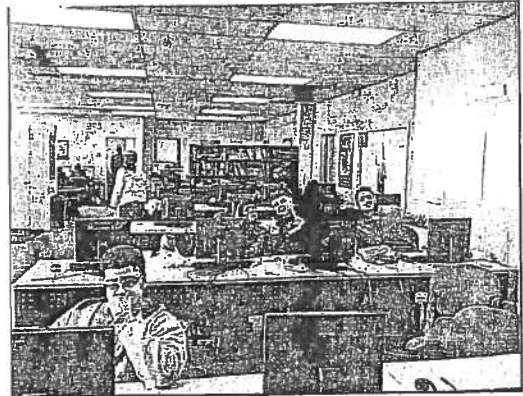
Pleasant Hills

Monday, June 18 thru Friday, July 13

Sessions:

8:00 am – 11:00 am (*morning session*)

12:00 pm – 3:00 pm (*afternoon session*)



Pre-Registration is required and is on a first-come, first-served basis.

Registration begins immediately and continues through the start of first session.

Registration will be conducted at our Pleasant Hills location **ONLY** from 8:00 am – 3:00 pm daily M-F.

NOTE: In the event that enrollment falls below a minimum number, PHASE 4 reserves the right to cancel summer school sessions.

SPACE IS LIMITED – REGISTER ASAP!

COST:

\$200 per course (non-refundable)

Limited to one course per session

Cash or Money Order (payable to PHASE 4 Learning Center, Inc.)

NO checks – sorry.

CURRICULUM:

Credit recovery courses in all core high school classes using **A+ Learning** curriculum that is fully aligned with Pennsylvania Department of Education standards.

CONTACT PERSON:

Tom Branthoover

Pleasant Hills

521 East Bruceton Road

Pittsburgh, PA 15236

412.650.9004



Registration Application can be downloaded at www.phase4learningcenter.org.

PHASE 4 Summer School 2018

LIST OF COURSE OFFERINGS

For Reference Only

ENGLISH/READING

Reading 6
Reading 7
Reading 8
Language Arts 6
English 7
English 8
English 9
English 10
English 11
English 12
Secondary English Review
Literature 11
Literature 12
English Skills
Basic Vocabulary Skills
College Readiness – Reading

SOCIAL STUDIES

Social Studies 7
Social Studies 8
Secondary Social Studies Review
Civics
U. S. Geography
World Geography
Economics
Government
World History / World Cultures
American History I
American History II
Mid Level Social Science

MATH

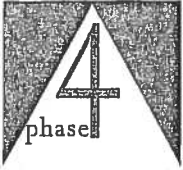
Math 6
Math 7
Math 8
Math 9
Math 10
Math 11
Math 12
Pre-Algebra
Algebra I, Part 1
Algebra I, Part 2
Algebra II, Part 1
Algebra II, Part 2
Algebra IA
Geometry
Geometry IA
Pre-Calculus/Trigonometry
Trigonometry
Calculus
Consumer Math
Personal Finance I
Personal Finance II
Math Tech
College Readiness – Basic Math
College Readiness – Algebra
College Algebra

SCIENCE

Science 6
Science 7
Science 8
Physical Science
General Science
Earth and Space Science
Biology
Comprehensive Biology
Chemistry I
Chemistry IA
Chemistry II
Physics
Secondary Science Review

ELECTIVES

Humanities I
Humanities II
Anthropology
Sociology
Psychology
Art Appreciation
Career Essentials
Lifetime Fitness
Health
Keystone Math Review
Keystone Science Review
Keystone Language Arts Review
Keyboarding / Technology



PHASE 4 Learning Center, Inc.

Corporate Office
5850 Centre Avenue
Pittsburgh, PA 15206
Phone: 412.441.0102
Fax: 412.441.1971

Best Buy Teen Tech Center
5850 Centre Avenue
Pittsburgh, PA 15206
Phone: 412.441.0102
Fax: 412.441.1971

East Liberty
3 Rivers Clubhouse
Medical Center East
211 North Whitfield Street
Suite 110
Pittsburgh, PA 15206-3030
Phone: 412.361.6012
Fax: 412.361.6043

Harrisburg Mall
3501 Paxton Street
Unit O6
Harrisburg, PA 17111-1403
Phone: 717.561.2060
Fax: 717.561.2360

Pleasant Hills
521 E. Bruceton Road
Pittsburgh, PA 15236
Phone: 412.650.9004
Fax: 412.650.7895

April 9, 2018

To District Representative,

PHASE 4 Learning Center will conduct Summer School Sessions at its Pleasant Hills location starting Monday, June 18 thru Friday, July 13.

Two sessions are offered daily running 8:00 am to 11:00 am (morning session) and 12:00 pm to 3:00 pm (afternoon session). Students are able to sign up for both sessions, as needed. Cost per course/credit is \$200 cash or money order (made payable to PHASE 4 Learning Center, Inc.), and is due upon registration.

Students must register at the Pleasant Hills location. Space is limited and registration will be handled on a first-come, first-served basis until capacity is reached. Registration begins immediately and will be available daily during normal operating hours (8:00 am – 3:00 pm), up to and including the start of the first session.

For more information, please call Tom Branthoover at the Pleasant Hills location (412.650.9004).

Terrie Suica-Reed
President and CEO



Middle States Association
Fully Accredited



Model Program