

# PACS NON-TRADITIONAL/ONLINE STUDY REQUEST FORM

Student \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_  
Year \_\_\_\_\_  
Last First Middle

NON-TRADITIONAL COURSE: \_\_\_\_\_ CIRCLE CREDIT TO BE EARNED: ½ UNIT 1 UNIT

REASON FOR NON-TRADITIONAL REQUEST: \_\_\_\_\_

TERM REQUESTED: SUMMER 20 \_\_\_\_\_ FALL 20 \_\_\_\_\_ SPRING 20 \_\_\_\_\_

DATE REQUEST FORM GIVEN TO PACS ONLINE COORDINATOR \_\_\_\_\_ LR INITIALS: \_\_\_\_\_

DUAL/AP FACT SHEET SIGNED \_\_\_\_\_

## Online Provider:

- Georgia Virtual School-approx. cost \$300-500 per semester
- Seven Star Academy-approx. cost \$500-\$700 depending on credit(s) and course
- Truett McConnell College (Dual Enrollment Course) **STUDENT MEETS DE PRE REQS** \_\_\_\_\_ admin. initial  
Cost of GA residents covered by ACCEL program.
- Other \_\_\_\_\_ (\_\_\_\_\_ admin. initial)

## ELIGIBILITY REQUIREMENTS & POINTS TO REMEMBER: (please initial each item)

- \_\_\_\_\_ Students must be able to conduct this course independent of PACS and understands the importance of reading all materials (emails, etc.) relevant to the online course.
- \_\_\_\_\_ Students must meet with PACS Online Coordinator, Mrs. Renn, periodically throughout enrollment of the course.
- \_\_\_\_\_ Students must follow ALL due dates, rules and regulations as set forth by the online provider.
- \_\_\_\_\_ Students must meet technology requirements as set forth by the online provider. A laptop is recommended as Ipads often do not meet standards. PACS is not responsible to provide access to a computer or a secluded room for students taking online courses. You may be assigned to a study hall room to work on online class. To take an exam, you may email the media center to request the use of a computer.
- \_\_\_\_\_ Grades earned in online courses will count for high school credit and the grade will go on your transcript therefore counting towards your high school GPA, and towards initial high school HOPE/ Zell Miller eligibility.
- \_\_\_\_\_ Grades earned in Online Dual enrollment courses will count for high school credit and college credit and the grade will go on both transcripts. Grades earned in Online Dual Enrollment courses will also count towards your high school GPA, college GPA and towards initial high school HOPE/ Zell Miller eligibility.
- \_\_\_\_\_ I understand that withdrawal from an online class is subject to PACS drop/add policy which states you have 2 weeks from course start date to drop a CP course & 3 weeks to drop an AP or Dual course. Due to High School graduation requirements, PACS drop/add policy supersedes any outside online provider. Anytime you drop a class it may affect your eligibility to graduate, please consult your counselor. You will not receive a refund, however a portion may be pro-rated and refunded at the discretion of the online provider.
- \_\_\_\_\_ Parents cannot contact a TMC (college professor) in an online course unless they have signed a FERPA form and submitted it to the college. FERPA forms can be found in the HS office.
- \_\_\_\_\_ It is the responsibility of the student/parent to determine if the online course is accepted by the NCAA/NAIA clearinghouse
- \_\_\_\_\_ In order to graduate....Seniors must make sure the Online Provider they partner with are able to submit the "Official Final Grade" by the last day of classes for seniors.

COST OF ONLINE COURSES: Reg. Fee \_\_\_\_\_ + Cost of Course \_\_\_\_\_ = Total: \_\_\_\_\_  
This fee will be billed to your student account.

By signing this form you are agreeing to participate in an online course provided by the agency listed above and approved by Prince Avenue Christian School. You are aware of the eligibility requirements and regulations listed above.

SIGNATURE OF STUDENT: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF PARENT: \_\_\_\_\_

DATE: \_\_\_\_\_

Date registered for Online Class \_\_\_\_\_ User Name \_\_\_\_\_ Password \_\_\_\_\_