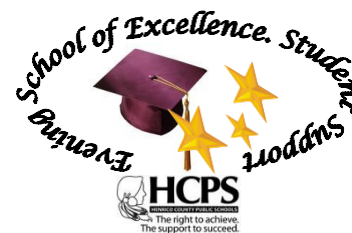


# 2017- 2018 Evening School of Excellence

## SESSION I: **FALL** Registration Information



### Program Description

The Evening School of Excellence primarily serves high school students who have experienced academic difficulties, personal challenges, and/or are at-risk of not graduating on time. Designed to help students get back on track to graduation, the program provides an opportunity for students to complete coursework and recover credits needed for graduation through evening classes. The instructional program addresses the learning styles of students through smaller classes, more individualized attention, and differentiated teaching strategies.

### Important Dates

July 17 – Sept. 8	Registration Period
<b>September 8</b>	<b>Application Deadline*</b>
September 25	Fall Session Begins
<i>**September 28 @ 6:00PM - MANDATORY ONLINE PE 9 &amp; 10 ORIENTATION – AVR Auditorium</i>	
September 29	Last Day to Drop a Course for a Refund- <b>No refunds will be authorized after Sept. 29</b>
<b>October 9</b>	<b>No Classes- Student Holiday</b>
<b>November 7</b>	<b>No Classes- Student Holiday</b>
November 6 - 9	Midterm Exams Week
<b>November 22 - 23</b>	<b>No Classes - Thanksgiving student holidays</b>
<b>Dec. 18 – 29/Jan. 1</b>	<b>No Classes - Student Holiday</b>
January 2 - 4	Holiday Study Guides and ESOE Subject Area Capstone Projects are due
January 8 - 11	Review and Final Exams
January 11	Last Day of the Fall Session
January 19	Final Grades are Issued

### Tuition

Students may enroll in one course for a tuition fee of \$200.00. Students may enroll in **two courses held within the same session** for \$300.00. Driver Education cost is \$175.00. **Tuition must be paid in full to the home school before the session begins.**

### Course Drop Period

The last day to drop a course with a refund is September 29, 2017 . The drop forms must be submitted directly to the on-site Evening School Coordinator.

**Class Times:** Classes meet twice each week 5:15 – 8:30 pm.

**Henrico County Public Schools reserve the right to cancel courses for which there is insufficient enrollment. In those situations, excess funds beyond the cost of one course will be refunded.**

### Course offerings include:

English 11	Econ & Personal Finance – AVR ONLY	On-line PE 9 & 10*
English 12	Virginia and US History	AFDA
Biology II	Virginia and US Government	Algebra II
	Driver’s Education*	

**\*An additional fee applies for the Behind-the-Wheel portion of Driver’s Education courses.**

**The B-T-W fee is collected by the Driver’s Education instructor. In order to enroll in online PE, students must have a membership to a gym and a current physical (no earlier than May 1, 2018).**

### Evening School of Excellence Program Sites

**Academy at Virginia Randolph**  
2204 Mountain Road  
Glen Allen, Virginia 23060

**Highland Springs High School**  
15 S. Oak Avenue  
Highland Springs, Virginia 23075



**Please keep this page for your records. Submit pages 2-4 with the full tuition to the home school.**



**EVENING SCHOOL OF EXCELLENCE**  
**2017 – 2018 FALL APPLICATION**

Office Use Only Date Received _____ Via Mail _____ Fax _____
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Student Name \_\_\_\_\_  
Last                      Suffix (Jr., Sr., etc.)                      First                      MI

Full Address \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Parent (evening phone) \_\_\_\_\_

Other Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Additional Information (allergies, medical concerns, etc.): \_\_\_\_\_

2017-18 Home School \_\_\_\_\_

Student Email \_\_\_\_\_ Parent Email \_\_\_\_\_

**2017-2018 Tuition:**                      \$200.00 per course                      Two courses = \$300.00\* (Multiple Course Discount Rate)  
Please check the applicable course(s), location, and whether the course is a repeat or first attempt.

Course Name	Days	Time	Tuition	HSHS*	AVR*	First Attempt	Course Repeat
English 11	M/W	5:15 - 8:30	\$ 200.00				
English 12	M/W	5:15 - 8:30	\$ 200.00				
Driver's Education Class There is an <b>additional fee</b> for Behind the Wheel.	M/W	5:15 - 8:30	\$ 175.00				
Algebra, Functions & Data Analysis (AFDA)	M/W	5:15 - 8:30	\$ 200.00				
Algebra II (HSHS Only)	T/Th	5:15 - 8:30	\$ 200.00				
Virginia & US History	T/Th	5:15 - 8:30	\$ 200.00				
Virginia & US Government	T/Th	5:15 - 8:30	\$ 200.00				
Biology II	T/Th	5:15 - 8:30	\$200.00				
Economics & Personal Finance (AVR Only)	T/Th	5:15 - 8:30	\$200.00				
<b>*Online Health/PE 9</b>	<b>Online</b>	Meet with teacher periodically to check progress.	\$200.00				
<b>*Online Health/PE 10</b>	<b>Online</b>	Meet with teacher periodically to check progress.	\$200.00				

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Student Signature \_\_\_\_\_  
Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*Please return this form to your school counselor immediately for course approval\*\***

**All course selections are subject to verification and approval by the School Counseling Department at your home school.**



# Important Information for Students Registering for Evening School

## ATTENDANCE

**Regular, consistent attendance in evening school is essential for student success. The courses are fast-paced and each day of attendance is critical.**

No more than three (3) absences, excused or unexcused, are permitted in the program. Students who are absent more than 3 days may be withdrawn from the program.

Three (3) tardies or 3 early dismissals will be counted as one absence.

All classes end promptly at **8:30 pm**. Students must be picked up immediately by an authorized party upon class dismissal.

Late pickups occurring thereafter will be recorded by the ESOE Site Coordinator. Three (3) or more late pickups are considered a violation of the attendance policy and will be handled accordingly.

Parent/ Guardian Initial here: \_\_\_\_\_  
Student Initial here: \_\_\_\_\_

**Attendance and tardy requirements are not meant to be punitive.**

**All schools must maintain and enforce a minimum number of student hours per class in order to retain their accreditation.**

## TUITION/ REFUND POLICY

Tuition must be **paid in full** to the home school before the session begins.

Once a course has started, no refunds will be authorized after \_\_\_\_\_.

No refunds will be authorized for students withdrawn for **excessive absences or disciplinary reasons**.

Henrico County Public Schools reserves the right to cancel classes for which there is insufficient enrollment and disburse refunds to affected students accordingly.

## INSTRUCTION

In addition to traditional classroom instruction, students will also complete some work online via BlackBoard).

**Make-up work applies to excused absences due to illness, bereavement, and religious holidays.**

## DISCIPLINE

**Evening School is a privilege, not a requirement.**

The program is designed to help students get back on track and earn credits needed for graduation. Inappropriate disruptions and improper behavior will not be tolerated.

The Henrico County Public Schools **Code of Student Conduct** will be enforced in the Evening School of Excellence.

**I give permission for my son/daughter to participate in the Evening School of Excellence. I have read the above guidelines and the HCPS Code of Student Conduct, and I will ensure that my child will comply with all regulations.**

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Please keep page 1 for your records. Submit pages 2-4 with the full tuition to the home school.**

**Online Health/PE participants**

Student Name: \_\_\_\_\_  
  First  MI  Last

**In order to enroll in online Health/PE, participants must have a membership to a gym and current physical (no earlier than May 1, 2017).**

**Where is your gym Membership?**

Facility and branch name: \_\_\_\_\_

Facility phone number: \_\_\_\_\_

*If you do not have a gym membership, please make sure you obtain a membership before Evening School of Excellence begins and have them sign below:*

Facility and branch name: \_\_\_\_\_

Facility phone number: \_\_\_\_\_

Printed name of Staff Member: \_\_\_\_\_

Signature of Staff Member: \_\_\_\_\_

Due to the requirement of a gym membership for Online Health/PE, the Site Coordinators or Program Administrator may need to contact the facility. Please sign below to give permission for our staff to speak to the facility, if necessary.

\_\_\_\_\_  
Parent Consent

Below are suggested facilities:

**American Family Fitness**

<http://www.amfamfit.com>

West End- 11760 W Broad St./ Richmond, VA 23233	804-364-1200
Northside- 10101 Brook Rd #680/ Glen Allen, VA 23059	804-261-1000
Mechanicsville- 6337 Mechanicsville Turnpike Mechanicsville, VA 23111	804-569-1600

**YMCA of Greater Richmond**

<http://www.ymcarichmond.org>

Participating branches:

Shady Grove- 11255 Nuckols Rd/. Glen Allen, VA 23059	804-270-3866
John Rolfe- 2244 John Rolfe Pkwy./ Henrico, VA 23233	804-360-8767
Tuckahoe- 9211 Patterson Ave./ Henrico, VA 23229	804-740-9622
North Richmond- 2 W. Franklin St./ Richmond VA 23220	804-644-9622
Chickahominy- Ruthland Center Blvd. Mechanicsville, VA	804-427-9622

Gold's Gym - 8904-A West Broad Street, Richmond, VA <a href="http://www.goldsgym.com">http://www.goldsgym.com</a>	804-968-GOLD
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ACAC - 2201 Old Brick Road Glen Allen, Va 23060 <a href="http://www.acac.com/locations/short-pump/">http://www.acac.com/locations/short-pump/</a>	804-464-0990
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**\*For Metro Facility and Branch Memberships, the YMCA offers income-based rates for families and individuals.**