

HAMILTON COMMUNITY SCHOOLS ONLINE LEARNING CONTRACT

Student name: _____

School: _____

The intent of this contract is to outline the standards and behaviors that are expected of students who choose to participate in one or more online courses. This contract also provides details as to how parents can support the online learning experience and what the student and parent can expect from the school district.

Student Expectations

- Adhere to the code of conduct of your school and behave with integrity and honesty while participating in an online class.
- Read and acknowledge the district Acceptable Use Policy (AUP) regarding technology and the internet.
- Participate in each online course at least an hour per day per course, or more if needed, to maintain pace.
- Attend mandatory meetings at school as required. Such days might be for orientation, pupil accounting, or for proctored tests and exams.
- Complete coursework on time.
- Communicate with your online instructor and mentor in a professional and respectful manner.
- Ensure that you have the means to access the online courses on your own at all times.
- Acknowledge that the school district has full and complete access to the work submitted or the comments posted within the online course.
- Seek help from the online instructor or course provider as needed.

Parent Expectations

Parent, because you have formally offered your support of this online experience, we would like to help us and your student by doing the following:

- Ensure that your student has the necessary equipment and internet access to participate in the online course.
- Provide your student with a safe and appropriate place to work while at home (may require parent-provided transportation).
- Ensure that your student has sufficient time in his/her schedule to work each day in the course.
- Confirm with the school administrator/counselor that the chosen course of study is consistent with your student's plan for graduation.
- Become familiar with the means by which you can receive progress reports and never be afraid to ask your student to show you his/her course work and progress.
- Encourage your student to seek help when stuck or frustrated.
- Ensure that all tests and work is done by your student without the aid of others.
- Be aware of all course deadlines and pacing guides.
- Communicate academic concerns with online instructors as needed.

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District Expectations

Students and parents can expect the following from the district and its employees:

- The school will develop an application and readiness process which will help students and parents make an informed decision about choosing to enroll in an online course.
- A school administrator/counselor will meet with each parent and student to discuss this decision and determine if the course fits with the student's graduation plan.
- The school will translate the course score provided into a grade and include it on the student's transcript.
- If the student has an active 504 Plan or IEP, the district will help determine if the accommodations and support can be delivered virtually or would have to be modified.

Students and parents fully acknowledge that success is largely dependent upon the work and effort put forth by the students. Students who are not successful may fall off pace to graduate and may have to pursue means to make up credits.

Acknowledgement and Understanding

I have read, understand, and acknowledge all of the expectations and policies set forth in this contract as stated:

Student signature

Date

Parent signature

Date

School official signature

Date