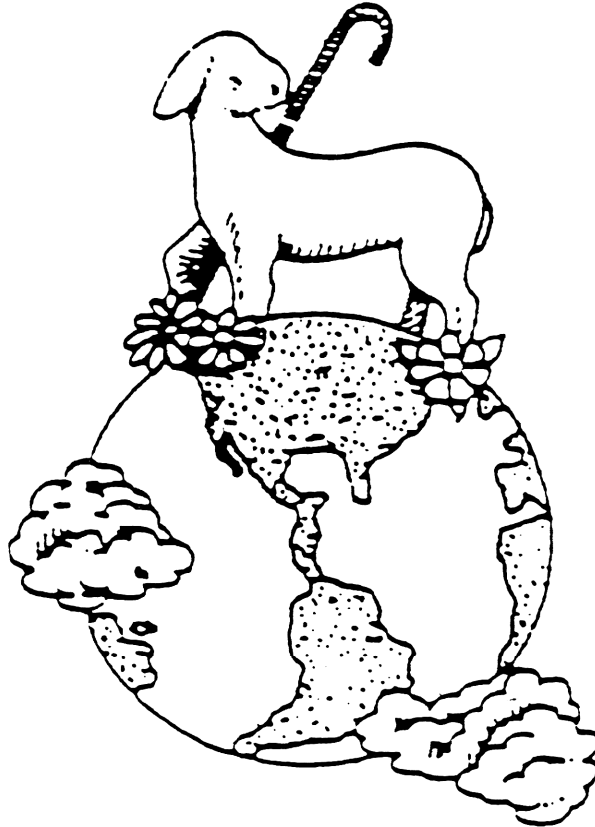


Blessed Hope Academy

Accredited high school graduation program



Innovation in Education Since 1975

Parent Handbook

Blessed Hope Academy

Phone: (210) 697-9191

FAX: (210) 690-9299

bha@blessedhopeacademy.com

<http://www.blessedhopeacademy.com>

Blessed Hope Academy...

is a nondenominational, co-educational, Christian school, which encompasses grades 9-12. The evangelical mission of Blessed Hope Academy is to show God's love and compassion to a generation in conflict and crisis. Students are admitted on the basis of need for the program and their own personal concern for their future. Blessed Hope Academy provides a positive educational opportunity for students to rise again to continue their preparation for the future.

Mission Statement

To offer hope and a future...bridging the gap between adolescence and adulthood - a critical decade when life decisions are made.

Accreditation Information

Blessed Hope Academy is accredited by the Association of Christian Schools International.

A Positive Approach

Blessed Hope Academy is a self-paced program. We have found that time is not progress - progress is progress. Many people feel that more time in school will produce academic success. It has been our experience that the combination of a self-motivated student, with goals, and individualized instruction create a setting for progress and success.

We believe that education is a quest for intellectual development, for personal growth, and for the fulfillment of God's unique plan for each student. We promote the joy of learning by challenging students to do their individual best and by providing them with the support and resources to guide and encourage their discovery. Blessed Hope Academy maintains a balance between effort and achievement and the acquisition of knowledge and academic grades with the aim of producing responsible citizens who are conscious of their God's world (Jeremiah 29: 11-13).

Blessed Hope Academy offers a positive approach for high school students, grades 11-12, to complete all requirements and prepare for college. Non-traditional in approach, with creative, flexible scheduling and possible acceleration, the program borrows from examples in international educational communities and early American education. This unique system creates a dynamic educational opportunity for the students of Blessed Hope Academy.

The administrative staff and teachers provide the benefit of one-on-one tutoring to the students of Blessed Hope Academy. Students are able to master subjects at their own pace with individualized instruction.

Statement of Faith

We believe in God, the Source of all wisdom, goodness, and truth; existing externally; omniscient, omnipresent, and all powerful.

We believe that God is manifested in three Persons of the Trinity, namely, God the Father, Creator and Sustainer of the Universe, Supreme Judge and Law-Giver; Jesus Christ the Son, Savior, Second Adam, Redeemer, Divine Intercessor before the throne of God for the sins of man, Herald of the New Covenant; The Holy Spirit, Comforter, Guide, Teacher, Convector of sins, Imparter of spiritual gifts, Reveler of hidden spiritual wisdom.

We believe in the sin of man, fallen from Adam, condemned to eternal damnation and unable to save himself.

We believe that Jesus Christ came into a sinful world as God incarnate; that through His love for man took upon Himself the penalty for our sins and was crucified, buried, and resurrected; and that through Him salvation has come to all who believe and profess Him as Lord and Savior.

We believe that the Holy Bible is the inspired word of God and is the infallible source of all truth, Christian doctrine, and direction for spiritual growth.

We believe that the Church is the body of Christ, providing necessary instruction, edification, and fellowship for the believers.

We believe that Jesus Christ, through His Great Commission, has charged all believers to spread the Good News of salvation and regeneration; that through this we as educators see Jesus Christ and the Christian faith as vital parts of the instructional process.

Non Discrimination Policy

Blessed Hope Academy admits students of any race, sex, or national origin to all of the rights, privileges, programs, and activities generally accorded or made available to students in the program. The program does not discriminate on the basis of race, sex, or national origin in the administration of the educational policies or other school administered programs.

Rights of Privacy

Blessed Hope Academy is committed to maintaining the rights of privacy for all students. Every effort is made to ensure that only the individuals or organizations having a legitimate right to a student's records have access to them. No other individuals or organizations will have access to a student's records without the written and signed consent of the registering parent or legal guardian.

No information regarding any student will be released by telephone, fax, instant messaging, or email without the written and signed consent of the registering parent or legal guardian.

The Honor System

As with all educational programs at Blessed Hope Academy, a high sense of personal honor and integrity is expected in the completion of all courses. All workbooks are intended to prepare students for exams and are expected to be completed without plagiarizing or knowingly giving false information. Students may discuss content material with others but the actual responses submitted must be their own work. If any evidence of academic misconduct in the workbooks or exams is established, the student will be given a failing grade and may be subject to expulsion. There will be no refund of any tuition paid.

Registration Procedures

The following is a list of procedures that will guide new students applying for enrollment at Blessed Hope Academy.

Obtain an Application and Student Handbook from the School Office or print them directly from the school's website: <http://www.blessedhopeacademy.com>. Read all information carefully.

Submit the following:

- Application Form must be completed and signed by both parent and student.
- Withdrawal Slip or Unofficial Transcript.
- Current Health and Medical Records.
- Handwritten letter from student requesting admission and explaining the reason(s) for choosing Blessed Hope Academy.

An incomplete application file may result in the student not being considered for acceptance.

The office will contact the student to schedule a registration interview and arrange a start date. Parent and student must both be present for the registration interview.

On the student's first day of attendance, the non-refundable Registration Fee and the first scheduled tuition payment must be paid.

- Student must be in dress code to enter the classroom.
- Books will be issued during orientation. Diagnostic Testing may be necessary for placement.

To serve the best interest of the school, the administration reserves the right to deny admission to any student who is evaluated ineligible. Blessed Hope Academy's biblical role is to work in conjunction with the home to mold students to be Christ like. On occasion, the atmosphere or conduct within a particular home may be contradictory to the biblical lifestyle the school teaches. This includes, but is not necessarily limited to, sexual immorality, homosexual orientation, illegal drugs and alcohol, or inability to support the moral principles of the school. In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.

Enrollment Agreement

Blessed Hope Academy provides a program for discipline and educational achievement for its students. This requires the cooperation and commitment of both students and their parents or guardians to be familiar with and abide by all school policies, rules and regulations, including dress code, campus use and privileges, and academic requirements. Blessed Hope Academy is a private school and sets its own standards and policies, which must be observed and followed by all students and their parents or guardians.

Each student is registered on a month-to-month basis and continues to be enrolled at the discretion of Blessed Hope Academy's administrators. If a student fails to abide by the academic or disciplinary policies and standards set forth by Blessed Hope Academy, he or she may be subject to dismissal with or without warning.

Furthermore, in dealing with the academics and discipline of the students, Blessed Hope Academy requires the full cooperation and support of the parents or guardians of the students. This includes, but is not limited to, the parents, stepparents, guardians, grandparents, friends, or any other outside third party with authority to act on the behalf of a student.

To serve the best interest of the school and its students, only the parents or the custodial parent should contact the school for information or any problems. A non-custodial parent, guardian, step-parent, grandparent, or friend of the student must provide Blessed Hope Academy with certified copies of legal documents authorizing him or her to obtain information or discuss matters about the student with the administration of Blessed Hope Academy.

In order to protect the interests of the school and its entire student body, if a parent, guardian, or other authorized person allowed to act on behalf of the student fails to cooperate with the school in maintaining its standards and policies, or in any matter attempts to disrupt or interfere with the operation of the school or enforcement of its policies and requirements, the student may be dismissed, even though the student has not caused a problem.

Parents are considered to be responsible for accounts of students under 19 years of age. Graduating senior's accounts and fees must be paid with a money order or cashiers check. Accounts are prorated to the one half month for students completing or transferring. The tuition account is continued for 5 business days after the last test is taken for completing students. All accounts must be current and paid in full for transferring students.

Upon registration at Blessed Hope Academy an agreement will be signed stating that the parent has read and agrees to abide by the Enrollment Agreement and all school rules, dress code requirements, policies, and procedures of Blessed Hope Academy.

As a mediation process to reach agreements, all comments or special requests must be made in writing. No verbal comments or special requests will be considered by Blessed Hope Academy. A decision cannot be reached unless a comment or special request is made in writing.

It should be understood that all rules, policies, and procedures are subject to change.

Registration Fee, Tuition, and Payment Plans

A required non-refundable registration fee to be pre-paid upon application or paid with tuition on the first day of attendance. Tuition includes all curriculum, tutoring, testing, labs, and resource. Tuition can be paid in one term, two semesters, quarterly, or monthly. Summer school classes are paid separately. First scheduled payment paid on or before first day of attendance. All payments thereafter, are due on the scheduled due date. Payment can be made using any of the following: automatic check deduction, credit card (Visa, MasterCard, Discover, American Express), or Personal Check.

Penalties for Late Payments or Non-Payment

Tuition accounts are due on the scheduled due date. Limited services are offered (testing only) after the due date. The account becomes past due five (5) days later and a late fee is charged. **No services or attendance allowed after the account is five (5) days late.** Progress Reports are generated every nine (9) weeks upon written request.

Refund Policy

No refunds will be made if a student has registered, received books, or received any services. No refunds will be made if a student chooses to change programs, attend a partial month, or voluntarily withdraws. No refunds will be made if a student is placed by the school on an inactive status or is expelled. See tuition Insurance Information. In the event the student is expelled or leaves Blessed Hope Academy voluntarily for any reason with a credit balance, the parents and/or student acknowledges that no refunds will be made.

Tuition Insurance Information

Under the terms of the Blessed Hope Academy Enrollment Contract, financial responsibility is incurred for the entire school year upon enrollment. No adjustment of annual charges can be made by Blessed Hope Academy for absences, voluntary withdrawal, or dismissal. This policy is necessary because Blessed Hope Academy contracts for significant expenses on a yearly basis. In order to plan and maintain these services for the year, we must be able to count on a stable income from tuition charges. Therefore, Blessed Hope Academy recommends a Tuition Refund Plan as a means to insure parents' annual financial obligation. A Tuition Refund Plan provides an allowance of tuition charges in the event of withdrawal of a student for medical causes as well as other reasons, including dismissal by Blessed Hope Academy. Because of our policy of not refunding tuition, we recommend that all parents consider participation in a plan of their choice.

Tuition Discounts

Tuition, when paid prior to the due date, may be discounted. Example: Tuition due on September 1 may be discounted if paid on or before September 1. **This discount applies to full time students enrolled in Plan A and B.** Tuition paid three or more months in advance may also be discounted.

Financial Aid

Blessed Hope Academy is sensitive to the financial difficulty caused by the many expenses involved in sending children to a private school. A limited amount of financial aid is available to assist families with tuition. Financial aid is granted by meeting specific financial assistance criteria and available funds.

Forms and Documents for Other Agencies and Schools

1) TEA forms are intended by the state to be issued to fully enrolled high school students. Non-attending high school students are not eligible for TEA forms. Students testing weekly whose accounts are current are considered to be attending students. Newly enrolled students must have transferred timely, (not delayed) from their last attending school or attended Blessed Hope Academy for a period of eighty (80) days before a TEA form will be issued.

2) When documents and forms from outside agencies or institutions are presented to the school office for signature or certification regarding the status of or information about enrolled students, they must be left in the school office for a minimum of three (3) business days for thorough review. They may be picked up by the student or mailed at the direction of the agency or institution requesting the information. Social Security documents are always mailed directly from Blessed Hope Academy to the Social Security Administration.

Previous School Records

To enroll at Blessed Hope Academy, students must forward official copies of all previous school records. A completed Record Release Form will be sent to the last school attended by the student. Previous school records, including health records, are required to be in the student's permanent record file to attend Blessed Hope Academy. It is the responsibility of the parent to provide the required school records in a timely manner.

Military Bound, Social Security, and Non Immigrant F-1 Status Students

Classroom attendance hours are required for all military bound, Social Security, CEO voucher recipients, and non-immigrant F-1 status students. Further, military bound students are advised to discuss a graduation plan with a Military Branch Recruiter before registering.

College and University Bound Students

College and university bound students should investigate the admissions requirements of the prospective Colleges and Universities that the student desires to attend.

Grades

There are two options to receive test grades. Test grades may be emailed directly to the parent or paper grade slips are given to the student upon request. It is the responsibility of the student to give the slip to the parent. If there is any question regarding a grade, the grade slip is important.

Blessed Hope Academy makes every effort to record grades accurately. Completed books and completed tests are retained for a period of time. The student progress card is posted as the grade is awarded. If there is no posted grade, no completed book, no completed test, and the student does not have a grade slip, the assignment is considered not to be completed. A student may have to repeat the work or test even if he or she believes that they have completed the assignment and tested.

Lost Workbooks and Workbook Issue

Workbooks that are lost by the student must be repurchased. Examinations will not be issued unless a completed workbook is turned in by the student. Upon registration, students are issued one workbook in each subject area. Students will receive the next workbook in the same subject when the test is taken. Extra workbooks are not issued for any reason.

Progress Reports, Transcripts, and Diplomas

One Progress Report will be provided each nine (9) weeks upon request without charge. Please use the "Blessed Hope Academy - Request Form" to request all Progress Reports. No progress report will be issued if there is a balance due on the student's account.

Diplomas and/or transcripts are awarded upon the completion of all requirements. Five (5) business days after the last test is graded, transcripts and/or diplomas will be available to the student. The tuition continues for five (5) days after the last test is taken.

A final transcript will be provided without charge at the time of completion. Additional official transcripts and replacement diplomas are available for a fee. Additional transcripts must be requested in writing and include the signature of the parent or student if they are above the age of 19.

Procedure for Withdrawal

To withdraw from Blessed Hope Academy, the parent must request, in writing, a Withdrawal Form from the School Office and return all issued workbooks and resource. Tuition will continue to be charged until all books are returned to the Blessed Hope Academy office.

Automatic Drops

If a student fails to test weekly, a warning notice will be mailed to the address given to the school, notifying the parent and student. This notice indicates that there is a discipline problem. Lack of progress and attendance is considered to be a discipline problem.

Regarding this notice the policy is as follows: **the second notice mailed in the same semester will be a notice of automatic dismissal.** It is vital to communicate with the school office immediately in writing any valid reason for not testing weekly.

Students dropped for reason of non-payment of tuition must re-apply. If reinstated, a reinstatement fee is required. At the discretion of Blessed Hope Academy, financial assistance and scholarships may not be reinstated.

Tax Deductible Donations

Blessed Hope Academy is a 501c3 non-profit corporation. Any amount paid above tuition is tax deductible. Donated items to Blessed Hope Academy are also considered tax deductible.

Procedure for Temporary Drops

To be placed on a temporary drop status, request a Notice of Temporary Drop Form from the School Office. Complete the form and return all workbooks to the School Office. The workbooks will be held and the student will be placed in a temporary drop status. When the student reinstates to active status, the workbooks will be returned. A reinstatement fee and the current tuition will be due when the student reinstates. There will be no charges during the temporary drop status period as long as all procedures have been followed. If a student is on temporary drop status for more than three months in the summer, the student will be dropped to an inactive status. Temporary drops are meant for summer vacations or emergencies only and not for significant interruptions in the student's education.

Assessment Testing

All Blessed Hope Academy Students are **required** to take an annual achievement test each April. The results of this test become a part of the student's permanent records. The TAKS/TAAS test is not required at Blessed Hope Academy. The THEA test is required to enter public colleges but exempted by certain SAT/ACT scores. Please inquire at the college of your choice for admissions information and THEA requirements. The PSAT is offered at Blessed Hope Academy every October with information being distributed in August. Blessed Hope Academy is a member of the College Board of Testing, Princeton, New Jersey for purpose of registration for the SAT and the ACT assessment tests. Applications for the SAT and the ACT along with study guides are available from the school office.

The TAKS Test

Regarding the registration of students who have not passed the TAKS test and are applying to transfer to Blessed Hope Academy:

Blessed Hope Academy registers all students on an individual basis through a process of application, interview and acceptance to attend. Blessed Hope Academy does not require the TAKS test as a graduation requirement. All students accepted to attend Blessed Hope Academy may transfer earned grades and credit to Blessed Hope Academy by official certified transcripts. After the successful completion of all BHA graduation requirements and pending Blessed Hope Academy's diagnostic evaluation, additional course work may be required to remedy academic areas of concern indicated by both the TAKS and the Blessed Hope Academy diagnostic evaluation.

College Credit for Blessed Hope Academy Juniors and Seniors

Blessed Hope Academy is pleased to announce a joint venture with the Alamo Community College District (ACCD) that allows students to earn "dual credit." The program allows students to earn high school credit at Blessed Hope Academy and college credit at an ACCD campus by taking the same course.

Emergency Procedures

We ask your cooperation in carrying out the following plans in the event of a national disaster or severe weather alert:

In case of an alert, you will keep your child at home. Announcements will be made over the radio and television that there will be no school. Blessed Hope Academy follows all alerts and announcements as per the Northside Independent School District. There is no need to call the office. Follow the public school announcements via radio and television reports.

If a warning is received during the school day and there is time, every effort will be made to allow students to get home. If there is not sufficient time allowed after the warning for the student(s) to go home, every possible precaution will be taken to keep the student(s) safe at school until the parent/guardian is able to pick up the student(s) or the student can safely make their way home.

In the event of an emergency requiring evacuation, an exit plan is posted on the wall in each classroom. Emergency evacuation fire drills are held periodically and practiced for such emergencies.

School Medication Policy

School personnel are not permitted to administer any form of medication to students including prescription or over-the-counter drugs. This includes pain relievers and cough medicines. All medication must be administered by the parents. School personnel will confiscate medication brought to school by a student. Parents will be called.

Library Policy

Blessed Hope Academy maintains a specialized non-circulating research library for student use. All books, periodicals, CD-ROMS, videos, audio tapes, and other materials are for on campus use only.

Internet Acceptable Use Policy

Blessed Hope Academy's computers provide students with access to the Internet. The Internet can be a very useful and beneficial source of information. However, with opportunity comes responsibility. To use the Internet at Blessed Hope Academy, you must do the following: You and one of your parents or guardians must sign the Acceptable Use Policy Form. These signatures indicate that you have read and agreed to the following:

Any use of the Internet: 1) Must be for school-related purposes only. 2) Must not be to access sexually explicit or pornographic materials. 3) Must be to receive information only. 4) Must be with the expressed permission of the librarian or teacher. 5) Must be for legal purposes only. 6) Must be for non-profit purposes only. Any student violating any of the above will not be allowed to use the Internet computers for the remainder of the school year and may be subject to expulsion.

Policy Statement on Internet Filters

High school students need to develop and use Christian standards of discernment when using the Internet, which can be relied upon in settings where there are not filters in place (work, college, home, etc.). Students are held accountable for their own decisions and behaviors. An acceptable use policy outlines standards expected. Students and parents are asked to read, sign and abide by these standards. Teachers address this in courses where the Internet is used for research.

Computer Labs

Any student determined to have changed or deleted anything from the hard drive, reconfigured a system, etc. may lose computer lab privileges, be suspended, and be required to pay any fees necessary to repair damage. Copying software from the school computers is considered theft of school property and will be dealt with as such.

Video Tutor Series DVD-ROMS

Various courses have Video Tutor DVD-ROMS available. The DVD-ROMS feature tutors who help explain each section of the workbook. Science labs are also included on the science DVD-ROMS.

Students who are registered in courses where the Video Tutor Series is available may borrow the DVD-ROMS for one week (7 day maximum). Lost or damaged DVD-ROMS must be purchase and replaced by the student.

Change of Address or Telephone:

If there is a change in the home address or phone number, please notify the school office **in writing** as soon as possible. It is very important to keep this information up to date so we may reach you in an emergency or if your child becomes ill during the school day.

Language

Obscene, profane, foul or unacceptable language and gestures are not tolerated at Blessed Hope Academy. The use of these will result in disciplinary actions.

School Security

Blessed Hope Academy staff shall strictly enforce school policies and regulations related to campus disturbances, campus intruders, student safety, student conduct, and student discipline.

The school office or designee shall promptly expel from school premises any individual he/she thinks might disrupt normal school operations, threaten the health and safety of students or staff, or cause property damage.

Physical or verbal confrontations by parents and students will not be tolerated under any circumstances. Serious attacks causing injury or verbal attacks threatening bodily harm may result in immediate recommendation for expulsion and a police report will be filed.

Trespassing

Students may not trespass onto school property at unauthorized times or into areas of the school determined to be inappropriate. Violations of this rule could result in suspension or expulsion. If a student has been removed, suspended, or expelled, the student is not allowed on school property without authorization of the school director.

Visitors on Campus

Blessed Hope Academy is committed to keeping the school safe and does require all visitors to register in the school office upon coming on campus. Registration will include an appointment, made in advance, with the school office.

The Learning Center is open to school staff and registered students only. Any other person wishing to view the school or Learning Center must register with the school office and be escorted at all times while on campus.

Discipline Problems

If any discipline problem occurs, the student will no longer be eligible to attend Blessed Hope Academy. All students are at risk of expulsion if there is any problem with academics, attitude, behavior, dress code, or agreed payment on account.

In the event of expulsion from Blessed Hope Academy, the parents and/or student agree to write a letter of appeal to the school if the student wishes to continue attendance. The school will respond by mail with a decision that will be the final determination. All parties agree to abide by this determination.

The school may use informal discipline to prevent the student from being removed from school. When a student refuses to accept the usual discipline for an infraction, the refusal can result in a sterner action such as suspension or expulsion.

Removing a Student from Class

A student may be removed from the Learning Center for conduct or behavior which (a) violates the School Rules, Dress Code or Learning Center Procedures; (b) violates the behavioral rules and expectations set forth in the Parent Handbook; (c) is disruptive, dangerous or unruly; (d) otherwise interferes with the ability of the teacher to teach effectively; or (e) is incompatible with effective teaching and learning in the class.

Student Accepted on Probation

As per the Enrollment Agreement, students are registered on a month-to-month basis at Blessed Hope Academy. Each student continues to be enrolled at the discretion of Blessed Hope Academy's administrators. If a student fails to abide by the academic or disciplinary policies and standards of Blessed Hope Academy, they may be subject to dismissal with or without warning. The conditions for the probationary period are as follows: Student will take and pass a minimum of two tests each week; Student will follow all school rules and dress code policies; The tuition must be current; Parental/Guardian support is required.

Setting Goals and Taking Aim

It has been said, "a man that aims at NOTHING will ALWAYS hit it."

You must set Goals! Daily goals, weekly goals, yearly goals, and even long-range goals such as college.

DECIDE IN ADVANCE what your academic goals are going to be for each week.

Full time students must complete a minimum of two (2) tests each week. Test in one HARD subject and one EASIER subject each week. ALWAYS PICK TWO! Choose MATH and SOCIAL STUDIES, (a skill subject and a reading subject), the first week. Finish the workbooks and take TWO tests. The next week, choose ENGLISH and SCIENCE. Then, MATH and an elective, two tests. Put together a hard and an easy subject. COMPLETE at least 10 PAGES in each book 5 DAYS EACH WEEK.

50 workbooks divided by 2, divided by 4.3 = 25 weeks or UNDER 6 MONTHS to earn 6 credits. When your books are issued, count the pages in the two books that you are going to target for testing that week. Divide the total number of pages in the two books by 5 or 7. This will give you a daily goal to meet to complete the two books in 5 or 7 days.

Example: 42 pages and 38 pages = 80 pages. 80 pages divided by 5 = 16 pages each day. 80 pages divided by 7 = 11.5 pages each day.

You may certainly take MORE than 2 tests each week if you desire to meet a specific goal.

Study Instructions for Students

1. Scripture Verse memorization located in some workbooks is optional. However, the final test is not complete without the Scripture Verse and a 99% is the highest grade possible without it.
2. Read the paragraphs and fill in the blanks below. Math will require some calculations.
3. The check-ups are reviews of the previous section. Supervisor's initials are not required. The self-test is a final review over the entire workbook. The self-test may be scored and graded by the student. Study the check-ups and the self-test to prepare for the final test.
4. Score the self-test in your completed workbook before testing. When scoring, sit only at the Scoring Table. Do not write the answers in the workbook while you are scoring. Use a red pen only to make an "X" on the incorrect answers. DO NOT FILL IN THE ANSWERS FROM THE SCORE KEY. The highest grade received will be 69% if the answers are filled in while scoring. Do not remove the score key from the score table. Return the score key as soon as you finish. Others may need it.
5. Return to your seat and correct all answers that were wrong. Re-study them.
6. Use the request form to request individual tutoring and goal setting.
7. The workbook must be complete to take the test. It is considered essential. The workbook is worth 25% of your grade. A grade of 75% is the highest grade possible without the workbook being completed. 75% is considered a grade of "C." No "A" or "B" grades are awarded without the workbook being complete.
8. When you are ready, turn in the completed and scored workbook and take your test. SIT ONLY IN THE DESIGNATED CHAIRS IN THE TESTING AREA. The others are for studying only.
9. When the test is complete, return it to the Testing Desk staff. You will then receive your next workbook.
10. If the test is not passed a re-test must be taken. Pick the workbook back up from the Testing Desk and work with a tutor to re-study the problem areas. If the workbook was not complete you must complete it to re-test. NO RE-TESTS WILL BE GIVEN IF THE WORKBOOK IS NOT COMPLETE. If the re-test is not passed, the highest grade from the two tests will be averaged with other grades. A grade of 80% is the highest grade received on a re-test.
11. Paper grade slips will be available to the student upon request the day after the test is taken. Test grades may be emailed at the student/parent request.
12. Short cuts in following these procedures will be considered a discipline problem that may result in disciplinary measures being taken.
13. Five extra credit points will be given when all procedures are followed.
14. Two tests per week is the minimum progress required. All students must test in at least two subjects per week. More than two tests each week is allowed.
15. Resource material for all subjects has a two-week maximum loan period.
16. Video Labs for Science are required. Students who complete their video labs will earn extra credit points on their final grade.

School Rules for Blessed Hope Academy Students

These rules are for the safe and orderly operation of the school. Students will be oriented to specific rules, all of which are consistent with the policy of the school. Violations of these rules could result in expulsion. Any action that interferes with school activities or disrupts the educational process is unacceptable.

1. Drive slowly when entering and leaving the school parking lot. Park only in designated parking spaces in front of the Blessed Hope Academy Office.
2. Car stereos must be turned off when entering and leaving the school parking lot.
3. Enter and exit the Learning Center quietly.
4. No tobacco products allowed on school campus.
5. A student must be signed in for class or signed out for the day. Students may not return to the Learning Center after they have signed out for the day.
6. No food or drink allowed in the Learning Center.
7. No weapons of any kind are allowed on campus.
8. No pagers, cellular phones, radios, tapes, MP3 players, or headphones in the Learning Center.
9. Students must be in dress code to enter the Learning Center, to do business in the School Office, to turn in work to the Learning Center, or in all other School areas where other students may be present.
10. Never disturb another student.
11. Never encourage another student to leave class.
12. Social/visiting in the Learning Center is not allowed.
13. Complete workbooks before testing.
14. Score work with a red pen only. Do not write the answers in workbook while scoring.
15. Take a minimum of two tests per week.
16. Students are issued one workbook in each subject area. Students will receive the next workbook in the same subject when the test is taken. Extra workbooks are not issued for any reason.
17. Do not ask for test grade slips on the same day the test was taken.
18. Designated waiting area: Learning Center or School Office only. Students should not be waiting before or after school hours. Blessed Hope Academy will not supervise and is not responsible for students left on campus before or after school hours.

If a student assists another student in violating any school rule, they will be disciplined and may be subject to expulsion. Students are expected to resist peer pressure and exercise sound decision-making regarding their behavior. If any discipline problem occurs, disciplinary action will be taken by Blessed Hope Academy. All students are at risk of expulsion if there is any problem with academics, attitude, behavior, dress code, or agreed payment on account. In the event of expulsion from Blessed Hope Academy or any other school rule or dress code policy issue, the parents and/or student agree to write a letter of appeal to the school if the student wishes to continue attendance. The school will respond by mail with a decision that will be the final determination. All parties agree to abide by this determination.

Dress Code Agreement for Blessed Hope Academy Students

Please be advised that students arriving out of dress code will be determined to be inappropriately and unacceptably prepared to enter the Learning Center and will not obtain any school services. Parents are advised to not drop off or allow students to attempt to attend out of uniform dress code. The purpose of the dress code is to create a uniform standard of dress and presentation. Every student has a right to study in peace and quiet without distraction. Students are not in the Learning Center to attract attention or to make any kind of personal statements. The school rules include that a student must never disturb another student who is in school to focus and learn. Uniform clothing choices have been selected and must be purchased at the Schoolyard Stores. Uniform shirts are purchased through the Blessed Hope Academy Office. No other clothing is acceptable for attendance. All clothing must be purchased in the correct size for the student.

In addition, please be advised of other nonnegotiable policies of dress code and security requirements for all students:

Shoes: tennis shoes, low-heeled dress shoes, dress or closed toe sandals only

Hair: neatly styled with natural hair colors only. Facial hair on boys must be neat, trimmed, and well groomed.

Jewelry: conservative, not excessive, or attention attracting. No facial jewelry.

Sweaters/Jackets: must be selected cardigan sweaters listed on School Yard Store list.

Other Apparel: no keys, watches, or wallets on chains or lanyards allowed. No hats or head coverings of any kind allowed. No backpacks or purses allowed.

Other Items: only bring Blessed Hope Academy issued books and folders to class. No personal books, folders, notebooks, or supplies are needed or allowed.

Note: The Dress Code is subject to change. The school sets the standards as needed.

The High School Diploma Graduation Program

Blessed Hope Academy offers a High School Diploma once all graduation requirements of Blessed Hope Academy are met.

Students with previous high school credit should submit an official transcript of all credit received and other cumulative records.

A total of 24 credits must be completed to graduate from Blessed Hope Academy.

NOTE: The Minimum High School Program is available if the student, the student's parent or other persons standing in parental relation to the student, and a school counselor agree that the student should be permitted to take courses under the minimum high school program.

NOTE: College and University bound students are advised to inquire at the college of their choice regarding entrance requirements and required high school courses. Military bound students are advised to discuss a graduation plan with a military branch recruiter.

Diagnostic or placement tests may be required for some subjects.

The required courses for graduation from the Blessed Hope Academy High School Diploma Graduation Program are as follows:

English – 4 credits. English I, II, III, IV.

Math - 4 credits. Three of the credits must be Algebra I, Algebra II, and Geometry. The fourth credit may be selected from the following: Mathematical Models with Applications; Precalculus or concurrent enrollment in college courses.

Science - 4 credits. One credit must be Biology. Three others selected from: Chemistry, Physics, Anatomy and Physiology, Astronomy, Environmental Systems, Earth and Space Science, Aquatic Science, or concurrent enrollment in college courses

Social Studies - 3.5 credits. World History, World Geography, United States History, American Government.

Economics - 0.5 credits

Physical Education - 1.5 credits

Health – 0.5 credits

Speech/Communication Applications - 0.5 credits

Technology Applications - 1.0 credits

Fine Arts - 1.0 credits

Biblical Literature - 0.5 credits. Included in English III & IV

Foreign Language - 2.0 credits (Recommended sequence)

Electives - to meet or exceed 22 credits (24 recommended)