

Mission Statement: Asbury Academy was formed to enable parents to take responsibility for their children's academic, emotional and moral growth through teaching at home. We believe in the family and in its ability as an institution to instruct children in the most positive and loving environment possible. Our purpose is to help you, as parents, by supporting you in this endeavor.. We will strive to help you by offering informative faculty meetings, as well as social and educational events for the children. We will maintain a permanent record for each child enrolled as well. Asbury Academy was formed to allow people the opportunity to instruct their own children in the religious belief system that is personal to their own family. We therefore require no statement of faith, but rather trust that those families who take the responsibility of educating their own children will seek to educate those children in their religious Faith as well. We will strive for educational excellence of the child and of the parents. We are never too old to learn and that is one beauty of homeschooling your child; you will grow as a teacher as your child is growing. We hope that as a member of our faculty, you as parents will continue to be open to new ways of growing and learning.

Curriculum Foundation: No specific curriculum is endorsed by this Academy Each family must seek out curriculum for their own children in order to best meet the needs of that child and the family. It is our hope that while choosing curriculum, that our families would choose to teach things that encompass the following ideals..1. Life Skills: Learning how to live a life that is responsible to ourselves, our neighbors and Creation. 2.Learning Skills: Learning how to acquire information from a variety of sources, and then apply those skills to life situations. 3.Reading Skills: Using reading to acquire knowledge in all curriculum areas as well as for personal development and enjoyment. 4. Communication Skills: Acquiring writing and language skills that enable the child to effectively communicate knowledge and ideas to others. This encompasses, spelling, handwriting, grammar and creative writing. 5. Mathematics: Acquiring skills for practical daily living as well as skills for higher mathematical reasoning. 6. Creative Arts: Developing and fostering an appreciation for dance, music, drama and the visual arts and to encourage talents as they develop. 7. Basic Living Skills: Acquiring basic living skills through participation and observation of daily living. 8. Science and the Social Studies: Acquiring knowledge to be effective Stewards of the Global Community and Creation.

Policy and Procedures: We who are involved in this mission of schooling our own children believe that the best way to assure that our children are confirmed and strengthened lies in the Family centered atmosphere. Home life offers a rich opportunity and rewards for the child and the parent. Strengthening the Family unit is beneficial to all people. Parents who choose to take on the responsibly of educating their own children must realize that this task rests entirely on their shoulders. Asbury Academy, Saint Junia United Methodist Church and its administration cannot be held accountable for the academic progress of any individual child.

Asbury Academy administration will fulfill administrative duties for the off-campus school arm by maintaining a permanent record file on each student enrolled. Also the school will provide Church School Enrollment forms for each pupil in good standing. Also to be included in the permanent records for each child will be a copy of the initial enrollment form, as well as the Blue immunization card, Pink MMR card, a copy of the child's birth certificate as well as a copy of the child's Social Security card. A child with a Physician's (or Religious exemption) excuse will be exempt from having the immunizations.

Attendance at Faculty Meetings: At least one faculty member per family is expected to attend the meetings unless they have notified the administrator. Members will be allowed 4 excused absences per school year. Attendance at field trips, meet ups and/or park days can be substituted for attendance at a meeting. If a family exceeds the allowable absences per year, they will be called to appear before the Faculty Advisory Board to determine their continued status with the Academy..

(In the event of poor weather, {i.e. if UAB has canceled its evening classes or the director has deemed travel is unsafe} our meeting will be postponed until the very next Tuesday.) We do NOT have meetings during the months of October, January, April or July. We will start our meetings at 7:00 pm, (please feel free to bring your dinner and eat in the fellowship hall... on the tables.) The Library will open at 6:30pm. Generally meeting topics will be as follows.. August: math and field trips.... September: literature project night November: Study Skills and organization, December: faculty holiday party, February: Arts project night, March: Science project night, May: Social Studies project night, June: graduation.

Children do not attend faculty meetings in August and November, but are encouraged to attend project nights and the June meeting which is graduation. If you MUST bring your children bring something quiet for them to do, and please remember that at NO TIME are children allowed to roam unattended in the building.

It is the feeling of this church school that the "ministry" of the church school is received at the meetings through the support and information parents gain by participating in the faculty meetings. It is our hope that parents will come to the meeting ready to

participate with questions as well as help other parents by being ready to share their own experiences in a supportive atmosphere. Topics at the meetings vary from month to month, and we try to keep the meetings upbeat and informative.

Library: Some portion of the tuition collected will be used to fund a library of books and other materials to be checked out by parent/educators on a variety of subjects related to the teaching field and home education. The books and materials will be chosen by one of the Faculty members, designated by the administrator. This "librarian" will take into consideration the needs and wants of the rest of the faculty when ordering new books. The books and materials will be available to be checked out by Faculty members in good standing, at faculty meetings. • Books checked out are due for return by the next month's faculty meeting. At the discretion of the Librarian, parents who are habitually late in returning books may not be allowed to check out more books or materials. • Persons who lose a book or fail to return a book are expected to buy a new replacement for the library. Likewise parents are expected to buy a new replacement for books/ materials that are returned in poor condition, broken, or have missing pieces. • There will be a limit of 4 items to be checked out at any one time by one family. • Students who are transferring to another school will not have their records released until all books / materials are returned or replaced to the library. When returning books to the library, there will be a sign in sheet to sign your books back in which you had checked out. The librarian will then shelve the books as they are returned to the "book bin" which is a box labeled for returning books. If you want to re-check out a book, first return the book to give someone else a chance at the book, then at the close of the meeting if the book was not checked out you may re-check out the book. Since you have a full month to use a book, it is only fair that popular books keep circulating. If you find that you really enjoy one special book, ask the Librarian, and she can tell you where to purchase it for your home library.

TUITION:

The tuition for participation in the school shall be \$330 per year, payable \$30 per month, August- June for each family enrolled. There is also a one time registration fee (non-refundable) of \$40 per family . We also require a \$100 deposit that is fully refundable in 12 months if all tuition is paid on time and all monthly reports are submitted on time and if all library items are returned on time.

Payment: Tuition is required and due on the First Tuesday of every month, and is payable at the faculty meetings, August through June, making the yearly tuition \$330 which we break down into 11 monthly payments. Months in which we do not have a meeting, tuition is due within the first week of the month, and should be mailed to PO Box 603 Springville Alabama 35146 by the FIRST FRIDAY in order to avoid the late fee. (Families may prepay for the year if they desire, but there would be no refund should they withdraw for any reason.) A late fee of \$10.00, per month late, will be charged, if payment has not been received, and postmarked by 5 days after the due date. Late fees will "roll" up for every month that payment has not been received for that month. This is to discourage the accumulation of months and months with no payment. If tuition goes unpaid for 2 consecutive months without prior arrangements having been made with the administrator, the matter will be taken under consideration by the Academy school board and the family may be dismissed from the roll. If a child is withdrawn from the rolls for any reason, the local school officials in that child's school zone will be notified that they are no longer enrolled in our Church School. Payment for any outside classes offered to students enrolled in our Academy are due upon signing up for the classes, unless the instructor and parents have made an agreement otherwise. Also there will be no refunds for such classes, unless the instructor and parents have an agreement otherwise.

Acceptance in our Academy: It is the policy of the Academy to accept into our enrollment only those students who are leaving their current enrollment (previous school) on good terms. We also reserve the right to refuse anyone who has not been in regular attendance in any school for several weeks. (No child should ever be withdrawn from their current school before being accepted into the new school.) We cannot support parents who knowingly break the law.

Supervision: It is the policy of Asbury Academy, that children be supervised at all times. No child or young adult is to be left home alone without adult supervision on a regular basis. We will not accept into our faculty any family that intends to regularly leave their children home alone. If a family that is already enrolled in our school begins this practice, then the Faculty Advisory Board will have to rethink their status with the Academy. This is for the student's safety and overall well-being. Furthermore, we will not allow a child or young person to attend any event without an adult with them who has been designated by the parents to watch over them at the event. It is fine to arrange ahead of time to have someone else take your child to an event, but it is not within the policy of the academy to supervise students who have been left there by the parents or other adults without supervision. Parents who attend events with their children, are there to enjoy the event with their own children, not to watch other people's children. From time to time classes may be offered to our students taught by either outside instructors or parents of our own students. The instructor will let the parents know if the class is one in which you may simply bring your child and then pick them up later. IF YOUR CHILD IS ENROLLED IN A CLASS IT IS THE PARENTS RESPONSIBILITY TO WALK THE CHILD TO THE ROOM FOR THE CLASS TO SEE THAT SOME ADULT IN CHARGE IS THERE. Under no circumstances should any student be

left waiting for any class alone. ALSO parents must be ON TIME to pick up their child from ANY ACTIVITY. If a parent has continual problems with this, the child will not be allowed to participate in activities without a parent staying. While at the church for meetings, gatherings or lessons the administrator, parents and children will follow school rules, and if these activities are taking place the daytime hours we will not disrupt the on campus school or daycare with our presence. We will respect the sanctity of the church and treat the building and property with respect. We will strive to leave in as good or better condition when we leave. PLEASE NOTE>> AT NO TIME ARE STUDENTS OR CHILDREN ALLOWED TO ROAM AROUND THE CHURCH (INSIDE OR OUTSIDE) UNSUPERVISED.

Other Policies: In order to maintain the off-campus school as an effective ministry of the church the number of families participating shall be kept to a workable number of families, unless the board feels that the number should be expanded to encompass more families. Changes may have to be made in the price of tuition if the number gets very large to compensate the off-campus administrator in some way for the additional number. The amount that Asbury Academy receives in the breakdown, will not be reduced. Breakdown of Tuition Use 20% of tuition will be paid to the Church. 20% will be for Library books and expenses, 50% will be to pay the Administrator of the Academy 10% will remain in the account to pay for postage, printing and other items The Academy administrator shall help the parents to coordinate field trips, play groups and other activities of interest to the group, as needs arise. The administrator, along with the Faculty Advisory Board members will also plan monthly Faculty meetings where parents can turn in monthly progress and attendance reports, share ideas insights and concerns. The emphasis of the meetings will be to uplift and encourage one another in our common goals for our families and school. By providing the meeting place for our faculty meetings the Church is providing a Ministry to the participants enabling them to instruct their own children in the way that agrees with their own personal religious and educational philosophy.

Accounts and Purchase Orders: No material of any nature or services of any nature may be purchased or contracted for, in the name of Asbury Academy, which are subject to reimbursement by Asbury Academy, by any person except the following. The Academy Administrator This would include but is not limited to: Lines of credit Credit cards Bank accounts/ Loans.

Drug Policy: Sadly, we live in an age where we have to make some sort of policy on this subject. Needless to say SMOKING, ALCOHOL or any type of DRUG use is PROHIBITED at any function of our church school. If a student fails to adhere to this rule they will face dismissal from the group.

Record Keeping: All participants will be expected to submit their records in a timely manner, as good record keeping is essential for the protection of everyone involved. Any family whose records fall behind 2 months, will be notified by certified mail that they have been terminated from our group. (A reminder card will be mailed after the first late month to remind you to get the records in.) A form is provided in this manual for you to use to record your attendance and progress (grades), or you may devise your own form.

An **End of the Year** report is due at the June meeting, unless arrangements have been made for you to school into the summer months. The end of the year report must be turned in no later than the August meeting. A form is provided for this report and is mailed out in the spring, if you need an end of the year report form prior to the mailing, you may notify the administrator. All forms in the manual are originals for you to make copies of to be turned in. Please do not write on the original forms as you will need these again later.

We encourage all educators to keep plan books. The administrator will not check the plan book. The plan book should include special programs and activities such as field trips, educational TV programming, and activities, and all work that will be accomplished. This would also include private dance and or music lessons, church activities, volunteer work and scouting activities, in addition to "book work". Please note, we request that all families keep at home a file on each of their students, with a copy of all paperwork that has been turned into the school, mail occasionally is lost, and things are misplaced. If you keep copies at home, then we can back each other up if we should lose something. Thank you so much.

Graduation\Diploma: If you have a student who is high school level, or approaching, and you are considering placing them back into school (especially public school) in the hopes of getting a high school diploma, then your paperwork and curriculum choices must be extremely good as they will look at you very carefully before admitting you, especially if the student is already in 9th - 12th grade. You are getting into the area of "credits for graduation". I cannot guarantee that a homeschooled student will be admitted on "grade level". These matters are up to the school you are trying to enroll in, and not up to the Academy. All I can do as the administrator is turn in the paperwork that you have turned into me. I as the administrator have tried to make this clear to anyone

who talks to me with a student near this age range. However please note that acceptance back into the public school arena on any grade level is up to each individual school, and each school can, and does, change the admissions policies often.

In 1996 our Academy awarded our first graduation diploma. This came after much discussion on the part of the Faculty Advisory Board at that time and we decided to begin to offer a diploma to those students who were interested in receiving one from our Academy. Although our diploma is still a non-accredited diploma, we have so far not had any trouble in any student gaining entrance to college using it, along with adequate transcripts and college entrance exams, to gain admission. It is our understanding that colleges look primarily at test scores and interviews for homeschooling students.. Even though this diploma is a non-accredited diploma we still have requirements in order to receive it.

Students who are of high school age who do not wish to receive the diploma will still have the option of continuing enrollment with the church school until they are able to take and pass the GED test. Our requirements use an old set of minimal standards for graduation in the state of Alabama. This allows the student more flexibility for elective classes to meet their needs and interests. Home education affords high school students many advantages, we felt loading down students with course requirements would take away the biggest advantage of all, freedom! Please see these requirements on a separate page in this manual.

Stewardship Hours: You will note please the following taken from sections of the Foundations for our Curriculum. "1. Life Skills: Learning how to live a life that is responsible to ourselves, our neighbors and Creation.." and, "8. Science and the Social Studies: Acquiring knowledge to be effective Stewards of the Global Community and Creation." It is with these skills in mind that we have made the requirement for the diploma concerning Stewardship. We want our students to become more aware of the world and their place in it. This includes the idea that we are all Stewards of the world. We must strive to leave the world a better place when we leave than it was when we found it. Making our mark on the world by actively striving to treat our fellow man with love and care and by treating the world with hands that are gentle and loving. It has been said, that "We did not inherit the Earth from our parents, but are rather Borrowing it from our Children." It is with these ideals in mind that we establish the Stewardship requirement for the diploma. Hopefully by our requirement the students will begin a practice that they will want to continue for a lifetime. We will all benefit. Students are required to perform a minimum of 50 hours of documented stewardship activities per high school year enrolled in our program. We try to help students accomplish this goal by offering through our teen group opportunities for stewardship. Students of course can seek out opportunities on their own as well, through church groups.... or other means. Students are not limited to just the 50 hours. Students enrolled in our Diploma program will be required to submit 50 hours of documented Stewardship activities for each year enrolled in the program with us. Stewardship activities can be any volunteer type activities in the Church, or Community. Examples include but are not limited to reading to children at the Library, feeding the homeless, volunteering at a museum, volunteer camp counselor... just be sure to get documentation of time involved)

Minimum Standards for High School Graduation with Diploma: We follow the standards of the State of Alabama regarding diplomas and graduation.

High School Course Examples

Math: Algebra 1 & II, Geometry, Consumer/business math, Precalculus, Calculus, Accounting...

Science: Life Sciences: biology, botany, ecology

Physical Sciences: basic science, physical science, chemistry, physics, geology, astronomy

Social Studies: Alabama history, World history, World Geography, US History, Government, Economics other history type courses.. PE : Exercise videos, basketball, baseball, football.... , running, walking, tennis, ballet, swimming, wrestling, Karate.....

Electives: can include but are not limited to: Drivers Education (1\2 unit), Religion, typing, computer science, word processing, art, home economics, agriculture, horticulture, auto mechanics, photography, journalism, foreign languages, sign language, music, speech, psychology, sociology woodworking, work study/co-op

Carnegie Units and High School Credits *****Currently the "Carnegie unit" is the unit referred to for high school graduation credits. 1 unit = five 45-minute periods each week for 36 weeks = 135 hours***** High School transcripts should include: ~A list of subjects studied by grade level, (if possible), unit assessments for each subject studied. An assignment of the level of quality (A,B,C,D,F). Clear explanations of any special considerations of variations. (accelerated,{accelerated time of completion or accelerated content} remedial, Pace or Lifepac numbers...) ~ A listing of all Stewardship activities (with documentation of time) ~An identification of all extracurricular activities. ~Results of any standardized testing Addresses for College Testing Information ACT : American College Test Administration P.O. Box 168 Iowa City, IA 52243 1-319-337-1270 www.act.org SAT : Educational Testing Service Princeton, NJ 08541

The current requirements for graduation that we follow are the same as the State of Alabama and can be found here: [https://www.alsde.edu/sec/sct/Graduation%20Information/AHSG%20requirements%20clarified%20-Mar%2029%202016%20\(002\).pdf](https://www.alsde.edu/sec/sct/Graduation%20Information/AHSG%20requirements%20clarified%20-Mar%2029%202016%20(002).pdf)

The chart below summarizes this page but we highly recommend you review the actual requirements as well as speak to college admissions personnel before deciding what courses your child will complete during high school.

English - 4 credits

Required: English 9, English 10, English 11 and English 12

Math - 4 credits

Required: Algebra I, Geometry, Algebra II

Science -- 4 credits

Required; Biology I and a physical science (Physical Science, Physics, Chemistry I or II)

Social Studies - 4 credits

Required: World History, United States History I, United States History II, United States Government (½ credit) and Economics (½ credit).

Physical Education (Including Lifelong Individualized Fitness Education (LIFE) or one JROTC) --- 1 credit

Health Education --- 0.5 credits

Career Preparedness ---1 credit

Career and Technical Education (CTE) and/or Foreign Language and/or Arts Education--- 2.5 credits

(Many universities (or colleges) prefer two year of a Foreign Language. Please contact each admissions officer at each university for more information.)

TOTAL CREDITS: 24

We only offer diplomas to those who complete all of the above requirements. Be sure ALL QUESTIONS about diploma requirements are addressed well before graduation.

Pre-Enrollment Interview: All prospective families will be interviewed prior to their enrollment, by one or more members from the Faculty Advisory Board, using a standard set of questions. The family will be notified after this interview as to their status with the Academy. The interview is to determine the reasons for homeschooling, knowledge of homeschooling through outside reading, their readiness for homeschooling as well as their personal educational philosophy and how the Academy can best Minister to them. Parents are expected to have with them at the interview their goals and objectives, (see enrollment application, and printed help which appears just before that form in this packet for more information) as well as a written statement of why they are requesting this Ministry from the church. Along with the needed forms filled out. If these items are not provided we reserve the right to not fully enroll the family until receipt.

Security Deposit: All families enrolling with Asbury Academy shall be required to pay a \$100 security deposit. This security deposit and the registration fee (\$40) shall be paid in the form of cash or a Money Order made out to Asbury Academy. Total owed at the interview will be \$140 plus the first month's tuition if applicable. (Therefore, with tuition, this money order will be for \$170) Upon request, at the completion of their first calendar year, or if the family should decide to withdraw before such time, the \$100 security deposit will be returned if the following conditions have been fully met. 1. All tuition has been paid up to date and any late fees owed also paid. (If the family is withdrawing, these things should have been paid and be current prior to the time the family notified the Academy that they were withdrawing.) 2. Monthly progress reports have been kept and are currently up to date and on file with the Academy. (Again, this should be done regularly and be current prior to the notification if the family is withdrawing prior to one calendar year.) 3. All library books or materials that have been checked out by anyone in the family have been returned and in good condition.

Field Trip Policy: From time to time we will offer field trip **meetups** for your child's educational enrichment and enjoyment. We will offer a chance to sign up for such trips. Prepayment, if required, will be due when you sign up for the trip. There will be no refunds if you are unable to make the trip. Often we are able to get a reduced rate for trips based on the number who sign up and pay to attend. If some of our group who had signed up did not show up for the trip, then it could cause everyone who did show up to pay a higher fee. {If you are unable to attend a field trip for which you prepaid for, perhaps you can find another family in the

group to buy your tickets.) Field trip sign up sheets will be available at faculty meetings. Along with an envelope for collecting the money for any trip which requires it. If you pay by check, PLEASE mark on your check exactly what you are paying for!! (i.e.. space center 2 children, 1 adult) This will greatly help the book keeping. Thank you.

The **supervision** policy of the Academy of course extends into the Field trip area as well. Parents are required to keep an eye on their own children on any trip. Parents are expected to go along on any field trip their children attend unless they have arranged prior with another parent to watch their children for them. Students and parents are encouraged to remember that they are not only representing our Academy but homeschoolers in general when on a field trip. Please help your children to be on their best behavior, and see that they are appropriately dressed.

Participation in Extracurricular Events & School Functions It is expected that any student attending any function of our school will behave in a manner that would not offend anyone. Students and parent/teachers should also recognize that they are representing not only their own family, but also Asbury Academy, and home schoolers as a whole, when they are out in the "world" with our group; and therefore should behave accordingly. We will not tolerate rude, obscene or vulgar behavior at any time. Please also, do not send your students out in obscene clothing or clothes with obscenities on them when attending any school function. Bullying behaviors will never be tolerated. Most of our events are not drop off events. However, we have events especially for the teen group; that are meant to be drop off events. As is stated in our supervision policy, you must attend events and supervise your own children (unless you have made prior arrangements on your own with another parent) at all times, unless otherwise specifically designated that it is a drop off event. We have had some instances recently that have caused enough of a problem that we felt the need to include in this manual some words about drop off events.

Drop Off Event Policies: When you leave your student at an event that has been previously announced as a drop off event, you must let the adults that are chaperoning know that you have dropped off your child and verify the time for pick up. This is very important. We will also require when you drop off your student for you to leave with us some contact information where you (or your representative) may be reached in the event of an emergency or other reason. Students must understand that the adults they are left with are authority figures. Failure to comply with expectations of the authority figure will result in the parents being called, the student being removed from the group event and sent home immediately. It is possible that future participation in events will not be allowed as well. Rude, vulgar, bullying or obscene behavior will be defined at the discretion of the adults who are working at the event. All students will show respect to guest speakers and chaperones, as well as fellow students. We should let the "golden rule" be our motto in every situation. "So in everything, do to others what you would have them do to you" Matthew 7:12.
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Testing: If the parents so desire, they may have their children tested, and if needed the church will provide a space for the testing to be done. The cost of tests, falls on the parents. It should be noted that testing is not required. Tests are obtained by the parent/faculty through many places, usually Bob Jones University Press. Bob Jones offers the Iowa Test of Basic Skills, as well as the SAT test and other diagnostic tests. Parents may test their own children when using the Iowa test. The SAT must have an authorized tester do the testing. Arrangements must be made by the parents to compensate the tester. (Bob Jones will supply a list of testers for you if you do not have one.) Our school code for ACT testing is 012182

Meeting Conduct for Students: While at the church for meetings, gatherings or lessons, the administrator, parents and children will follow school rules, and if these activities are taking place in the daytime hours we will not disrupt the on campus school with our presence. We will respect the sanctity of the church and treat the building with respect and leave it in as good or better condition when we leave. STUDENTS/CHILDREN ARE AT NO TIME PERMITTED TO ROAM AROUND THE CHURCH BUILDING UNSUPERVISED.

Legal Defense: We want to be clear that each custodial parent/legal guardian is responsible for the education of his/her child enrolled in Asbury Academy. There are legal organizations available if a family would like to be represented regarding homeschooling. Homeschool Legal Defense association and the Rutherford Institute offer legal services for homeschooling families. We do not require that our families be members of either of these groups but rather offer information on joining these groups if the families want the information. We encourage all families in our Academy to consider this issue and decide for themselves what they want to do.

Goals and Objectives: We want to know what you expect out of your homeschooling experience for this year. All new parents enrolling with us are expected on the reverse of their application to list 10 goals and or objectives for each child. Some way of keeping track of each child's progress is needed when parents homeschool. Because each child grows and learns at a different

pace, there really is no reliable measure of how well a child is learning. Keeping this in mind, the goals you set should be only a guide for you as parents to use in order to gauge your children's progress. The objectives should not be set in stone but adjusted as the child progresses through that year. No one knows your children like you do. Keep in mind their strengths and weaknesses and like and dislikes. Preparing goals and objectives will help you to clarify what it is that you are looking for in the way of curriculum and methods. You may want to consult with your children when you develop your goals for them. They may have some particular unit that they want to study or skill to learn or personal goal that they want to achieve. The administration of Asbury Academy will be happy to work with you in helping you to find resources with which to construct your goals. Several books are available for this purpose. Perusing catalogs is one good way to solidify topics and ideas. You may want to give your children catalogues and set them to work figuring out what is appealing. The goals you write will become a part of the permanent record at Asbury Academy. You need to make a copy to keep at home to update and change. Example Goals and Objectives These examples are provided only to give parents an idea of the way goals and objectives should be written. Goals should be tailor made to fit each individual child. Some of the goals are specific and some are more general. You should decide how specific to get. * Jane will comprehend books written at a 5th grade level by the end of the year. * Jim will know all of his addition and subtraction facts by December. * Jane will use the skills of observation, concluding, hypothesizing and formulations answers to explore and develop concepts of Earth science. * Jim will learn to use a variety of resources to prepare a project on pioneers. * Jane will learn to write a research paper on a chosen topic and use grammatical skills such as correct punctuation and capitalization and proofreading in the preparation of her report. * Jim will write letters weekly to his grandparents to practice the basic skills of spelling, reading and writing.

At the interview please bring a birth certificate as well as any immunization forms you have. If another family member has custodial rights, he/she must also sign each form. A custodial parent or legal guardian must come to the interview meeting. If you are a legal guardian, you must provide a copy of guardianship papers.

Forms you will need to complete for the interview are as follows:

Enrollment Application Asbury Academy

Student Name: _____ Age _____ Sex _____

Date of birth _____ Grade Level _____ Social Security Number _____ - _____ - _____

Parent's names _____

Home Address _____

City _____ State _____ Zip _____

Home Phone _____ WK Phone _____ Cell Phone _____

Email (Please print exactly) _____

Previous School Attended _____

What public school district do you live in? _____

Please list any allergies or medical conditions you think we should be aware of (ie peanut allergy, ADHD, sensory challenges) _____

Important: I (we), the custodial parent(s) or legal guardian(s), of the above named student, acknowledge and understand that this is an application, and does not guarantee that enrollment will be accepted by the Faculty Advisory Board. I (we) hereby acknowledge that we have received and read the policy and procedures manual, and agree to follow the guidelines as set forth in the manual by the Board. I also realize that by choosing this method of education for my child, I am taking the education of my child into my own hands, and Saint Junia United Methodist Church, Asbury Academy, the Administrator and/or the Faculty Advisory Board are in no way responsible for the education that my child receives. I (we) am (are) solely responsible for the education of the child named above.

I (we) agree to follow the tuition policy and pay tuition for the period of August - June and that being late or bouncing a check will forfeit the deposit. _____

I (we) agree to submit all monthly progress reports on time and that submitting progress reports late will forfeit the deposit. _____

I (we) agree to return library materials on time and in good condition. We agree to replace any damaged or lost item. I (we) understand that not doing so will cause a forfeiture of the deposit. _____

I (we) agree to always update any changes in phone numbers, email address or physical address. We agree to contact administrator if there is a change in local school district. _____

I (we) understand that failure to report attendance or pay tuition or update contact information could result in dismissal from Asbury Academy and that the local school district will be contacted in this case. _____

I (we) understand that the student listed must be in good standing with the school he/she was previously enrolled in.

Date _____ Signed _____

Date _____ Signed _____

Student Name: _____ DOB: _____

Please write a statement as to why you require the ministry of homeschool cover from Asbury Academy:

(You may attach a separate sheet if needed.)

Curriculum Information Form Asbury Academy

Student Name: _____

Grade level: _____ School Year _____ - _____

In the space below, please describe the curriculum that your child will be using this year.
subject--publisher--grade level-- name of book-- year published

Asbury Academy

A ministry of Saint Junia United Methodist Church

Authorization for Release of Student Records

I, _____

Print name of parent or guardian

do authorize the release of the complete records and transcript of the

following student (s).

These records, including immunization forms, birth certificate, standardized test reports, and IEP and additional special services records, should be sent as soon as possible to

Asbury Academy
% Laura McKenzie
PO Box 603
Springville, AL 35146
(205-467-2039)

Thank you,

Signature of parent/guardian

Date: _____

Date: _____

The following form must be in each student's file in order to help fulfill the United Methodist Church's Safe Sanctuary Policy and well as to illustrate that our most important policies are clearly understood. We do appreciate you taking the time and trouble to be sure this agreement is in each child's file. To view our updated Faculty Manual, please visit:

<https://docs.google.com/document/d/1dlyOCip697TaQCfvLLpSLmQ9Krla5wDfzKOQyzMLVqg/edit?usp=sharing>

It is my understanding of my enrollment with Asbury Academy:

- I understand that Asbury Academy does not supervise my teaching and that, as legal, custodial parent or guardian, I take complete responsibility for educating my child. Asbury will collect attendance and progress reports as well as grades and keep these records as well as provide a transcript if needed. _____

- I understand that it is my responsibility to provide monthly progress reports and report attendance to Asbury Academy on a monthly basis. _____
- I understand that at the end of the year, I am required to send an End of Year Report to Asbury Academy. _____
- I understand and will comply with Asbury Academy's requirements regarding tuition, reporting attendance and submitting monthly as well as yearly reports for each of my children. _____
- I understand that failure to meet Asbury Academy's requirements regarding tuition, attendance, monthly reports and yearly reports will be reported to my local school board and will result in my child/children being removed from enrollment at Asbury Academy. Report of my lack of compliance will be communicated to the next school my child/children are enrolled in. _____
- I understand that I am responsible for notifying Asbury Academy in ANY change of custody, address, and contact information. Failure to do so will result in removal from Asbury Academy and notification to local school authorities. _____
- I understand that my children will be supervised during public school hours by me or an adult designated by me. _____
- I understand that I must fully supervise my child at all meetings and meet ups. I agree to accompany my child on trips to our car or bathroom or other places my child might go. I understand that I will I take sole responsibility for my child at meetings and meet ups. _____

The custodial parent or legal guardian of the following student:

Fully understands the requirements of Asbury Academy as laid out in the Faculty Manual and agrees to fulfill our obligations to the best of our ability.

Printed Full Name

X _____
Signature

Date

Printed Full Name

X _____
Signature

Date