

Deseret Academy Policies

Section 1: COMPLETING ASSIGNED WORK. At least monthly, our students meet with Deseret Academy personnel in one of three ways: 1) physically, 2) on the internet, or by mail to turn in previously assigned work and receive a new subject.

Report Cards. It is our intention that students receive work each month and that they will return the previously completed work each month during our monthly visits. Each month following the receipt of school work, a report card is issued.

Homework. Homework is retained by the students after teacher perusal; however, tests will usually not be returned to them. Credit is sometimes given for homework completed. Homework is not graded as answer keys are generally given to students so that they will know if they are on track and ready to take their tests. If a student checks his work and finds that he does not have the correct answers, he should re-study the text material to more deeply comprehend the necessary information and/or skills.

Getting help. If a student does not understand the answers given in the answer key, he is welcome to contact Deseret Academy to get help. E-mail is probably the most efficient way. Please designate in the subject area the student's name so that the e-mail will not be lost to the spam bucket. If you do not hear from us in a reasonable amount of time, we probably did not get your e-mail; please contact us again.

Misuse of answer keys. Should the student elect to copy the answers from the answer keys to make it look as though he has done his homework, he will receive credit for doing his homework, but if he fails his tests, he will be required to take the course at a later date. It is our hope that the students will gain the maturity to understand that the answer keys are a tool to help them in their self-teaching journey.

Summer school. Summer school is *required* for all students who have not been promoted for the current school year. It is available for all students who wish to continue earning credits during the summer months.

Taking a break. Students are *not* required to take work from Deseret Academy each month if they have other activities that preclude their ability to complete our course work. If they wish to maintain their enrollment, however, a tuition payment is required for each month the student is enrolled.

High School Students. For students in the 8th grade and higher, their monthly assignment will consist of at least ½ credit of one subject. Once the work is completed, they will receive the ½ credit for it and go on to another subject. Students may take more than one subject if they are in good standing academically (at least a 2.5 GPA on previously assigned work). They must also pay an additional tuition fee for each additional course desired.

Elementary students. For students in the 1st through 6th grade, work in all subject areas will be assigned unless the student's ability indicates he / she can handle one subject at a time.

Middle School students. 7th and 8th graders are assessed at the end of the previous school year to determine if they should continue in the traditional pattern with middle school course work or begin high school course work. Should they continue doing middle school course work, they will have some work in the traditional "all subjects" routine, or they may progress into the one course a month program as they become ready for it.

ESE. Students enrolled in an ESE program will receive the work most conducive to his / her success as deemed appropriate by the IEP preformed during enrollment and agreed upon by the teacher, parent and student.

Time Requirements. For students in grades 7 through 12: You are being credited with 75 hours worth of effort for each ½ credit you receive. This breaks down to about 4 hours a day during a normal month of 20 days. Evaluate the time you are spending during the month. If you are *not* spending a reasonable amount of time on your studies, Deseret Academy may not be the program for you. The time you spend studying the text book, doing the homework, checking your answers, taking the tests, doing labs or projects, and doing additional research all count towards your 75 hours. If you do your work consistently during the month and check your homework answers, you should have no trouble passing your course(s) with a grade of C or better.

Failing grade. If you don't pass the course test, you will not receive credit for the course nor receive your 20 days attendance until the course is repeated at a later date. The fee for doing a test over is \$20 if the homework was completed on the original course; to take a course over is the regular tuition fee of \$50. If you tell us you have completed your homework, this means you also checked the answer keys to see if you were doing your work correctly. If we see failing grades on tests after a report that homework was completed, we suggest that you need some help with this part of your program. Doing your homework and checking your answers is a sure fire cure for failed tests. Re-do tests are not allowed when homework was not completed or for which the answers were simply copied.

Section 2: LEGAL REQUIREMENTS. Deseret Academy is a not-for-profit private school which helps students who wish to get their education without attending the government schools. The state laws governing the requirements for these types of schools can be found at the following website: www.desacad.net/gen/statutes. We make every effort to ensure that we abide by all of the state statutes. You can rest assured that by enrolling in our program, you are meeting your legal obligations in regards to the compulsory attendance laws of the state of Florida.

Graduation. As a duly authorized representative of the State of Florida Department of Education (school number 54 1526), we issue a high school diploma to each student who successfully completes our program. We also issue certificates of completion to students who cannot complete our program but have completed 24 credits of high school work. ESE students can earn a regular diploma if they can complete the regular requirements, or they can receive a special diploma if they need special considerations.

Attendance. Attendance is recorded for course work completed. A grade of “C” or better on monthly assignments will count for 20 days attendance. The State of Florida requires its students to attend 180 school days per year.

Year round school. Our school calendar is August through July. If you do not wish to pay tuition every month, you may re-enroll at a later date when you wish to continue for the regular re-enrollment fee.

Non-attendance. Non-attendance during *any* month (unless tuition is paid to indicate continued enrollment) constitutes removal from the school because a month’s worth of attendance is equal to 20 days. According to state law, a student is only allowed to miss 15 days in a semester, 30 days in a year. A month’s missed attendance is more than we can feasibly assimilate and indicates a lack of commitment on your part.

Penalty for non-attendance. When you have not attended a monthly meeting, you will be considered unenrolled. The school board and other governmental agencies that pertain to your situation will be informed of your decision to not attend regularly (including DMV or SSI if applicable). You will need to re-enroll if you wish to regain your student status with Deseret Academy.

Section 3: FINANCIAL RESPONSIBILITY. Deseret Academy does *not* have non-profit status as we do not wish to comply with the government requirements for tax exempt status. Therefore, we pay income tax on all revenues received and use the remaining monies to cover the expenses incurred in the operation of the school. As such we are a tuition-based school, receiving no financial aid or grants from the government for our expenses. Monthly tuition is required from each of our students. The collection of tuition on a regular, on-going basis enables us to meet our monthly, quarterly, and yearly Deseret Academy financial obligations.

Late fees. Should you be unable to pay tuition at least by the monthly appointment date, a late fee of \$5.00 per month will be charged to your account. If you cannot pay your tuition at your appointment but will be paying it later in the same month, add \$5.00 to your tuition fee. If you are not paying it until a later month, add \$5.00 per month. (e.g.: If this month is September, and you do not pay your tuition fee for September until October, the late fee is \$10, \$5.00 per month.) Your account will not be considered current until the late fees and past due tuition are paid.

NSF funds. Once you have written a check that does not clear the bank, you will be on a cash only basis. (Money orders and paypal payments are accepted as well.) There is a **\$40** charge for checks that are returned for any reason.

Post dated checks. If you must write a **post-dated check**, please call the office (386-649-4978) to let me know that you did so as the teachers at your appointment don’t always remember to tell me. Please also remember that a post-dated check is considered a late payment, so please include the late fee of \$5.00 per month we must hold the check.

Methods of tuition payment. Credit card, paypal, checks, or cash are accepted.

Other expenses. You are required to purchase any notebook paper and writing utensils needed for the completion of your work. For some courses, you will have access to a textbook, but it is expected that it will be returned to Deseret Academy in the same condition received when you have completed your course work. Textbook fees are required if textbooks are not returned or must be replaced; these amounts are designated on the cover of the textbook in question.

Re-enrollment. If a student wishes to re-enroll and is deemed eligible to do so, you may re-enroll for \$100. All past due amounts must be cleared before you will be re-enrolled.

Mail visits. You may have work mailed to you in lieu of a library visit, but please include a mail fee of \$10.00 to your tuition payment. Late fees still apply if you are sending it after your appointment date. Mail tuition is due by the first week of each month.

HSCEE tests. High School Students who feel they can pass a course without completing the monthly assignments can elect to take the tests for that course in lieu of homework and text work. Please request more information via a separate handout that is available if you are interested in this option. There is a charge of \$20 for each HSCEE test requested.

Other financial options. If you cannot afford a tuition-based school, you should *not* enroll with a private school, but should consider other ways in which the government school system can help you. You can register with your county school board although *no* materials will be provided to you. You could purchase the curriculum needed when you have the money or use materials from the public libraries.

Section 4: CONTACTING US. Please feel to contact us any time you have a question or concern. The easiest and most efficient way is via e-mail. I check my personal e-mail more frequently than the school site, so please use that address to contact me:

cindiloowho53@yahoo.com

This is also the address from which I will send meeting reminders, so please add it to your e-mail address book. You may also call the office at 386-649-4978. Voice mail and texting is available on my cell phone (386-937-9873) if we aren't in the office. You may call us on our cell phones, but understand that we cannot use them when we are in the libraries, and they don't work at our office.

About us. The name of our school is Deseret Academy with a Florida Department of Education assigned number of 54 1526. We have been established as a private school since 1991, but we have been home schooling since 1977. Our website address is www.desacad.net. Many of your questions and queries can be answered there. Requests for work permits and transcripts can also be handled from our website. Automated tuition payments are also available there.