

KCA 2010
Part Time Student Policy
Effective Fall 2010

Purpose: To establish a policy to allow the enrollment and teaching of qualified students in a less than full-time enrollment who desire to obtain education either at home or via other means.

Summary: This policy addresses part-time students whose parents request enrollment at KCA but wish to continue with homeschooling or other means of education on a part-time basis. This also addresses student who wish to participate in extracurricular activities at KCA.

1. Families desiring this program for their child(ren) will be required to make application via the same form and process as full-time students AND obtain permission from the involved teacher(s).
2. Student shall enroll in the same manner as full-time students to include interview, testing, fees etc.
3. A minimum of C average is required to continue after each semester.
4. Students may enroll in up to 50% of classes, if manageable, during any one school year.
5. The tuition for classes will be 50% of current tuition regardless of the amount of classes taken plus 100% of any expenses for books, or other applicable fees.
6. Students desiring greater than 50% enrollment are encouraged to seek full-time status. But if for extraordinary reasons this is not possible > 50% may be granted if the participating teachers agree. Tuition and fees shall be 100% of full-time enrollment.
7. Payment for part-time students must be made in full per semester prior to the student attending class.
8. Part-time students are not generally eligible for financial aid or other discounts.
9. Parents are required to fulfill the volunteer agreement in full.
10. If a student withdraws from a course prior to the completion of the semester, there will be a \$200 withdrawal fee assessed.
11. Students will be required to follow the dress code and all other policies to school.
12. All policies regarding class attendance are applicable to students enrolled as part-time students.
13. This program includes classes and does allow the student to participate in extracurricular activities. Extracurricular policy will be the same as a fulltime student. Students may participate in non-state testing for an additional fee.
14. Parents of part-time students are responsible for dropping off and picking up their child promptly, after checking in with the office. Abuse of this rule may be cause for termination of the student.
15. Part-time students may not leave the class until picked up by an authorized adult.

16. Students are eligible for a diploma if they attend at least 50% of the classes and complete the requirements of KCA via other means that are documented and agreeable to KCA. (ie. Home school curriculum or other curriculum.)
17. The school reserves the right to deny enrollment if class sizes are too large or any other situation that would affect the quality of education in the classroom.
18. The parent and student must meet with the teacher to discuss the possibility of part-time enrollment. The teacher approval must be obtained prior to enrollment.
19. All classes may not be conducive to part time enrollment.

FAQ:

I want my child to participate in KCA Basketball, but I want to continue to home school my child. How can she participate? The student may be able to be a part-time student. To be eligible for extracurricular activities, she must be enrolled part-time in at least one class. Regardless of how many classes up to 50%, the tuition shall be 50% of full time tuition.

I want to continue to home school my child, but I do not feel like I can teach mathematics, can I enroll my child? Yes, the student may be eligible for part-time enrollment if agreeable with the KCA teacher. The child may take, for example, mathematics, or another course at KCA under the part-time student policy.

I would like my child to take most of her classes at KCA, but I desire to teach science at home, can I enroll my child? If a student takes more than 50% of their classes at KCA, we encourage the student to be full time. If there are issues with the curriculum, please inquire with the KCA Principal and the appropriate teacher. But in certain situations a child may be enrolled in > 50% and less than 100%. Tuition shall be 100% of a fulltime student.

Why this the tuition 50% of a full time student if my child only take one class? KCA strives to provide a Christ centered education, but the enrollment of part-time student increases costs for the school. The cost for a student either full time or part time are still 100%. The cost of the books, equipment, and teachers goes beyond the time the student sits in the classroom. In order to cover the additional costs, the tuition has been set at 50% for all 50% of less part time students.

Why does KCA offer a part time option? We believe that KCA serves the community via our mission statement, but we understand that parents may have the desire to pursue differing curriculums, such as homeschooling, but may wish to take advantage of the benefits of KCA. We hope that by offer part-time enrollment we can assist those families who wish to pursue other means. We also hope that via part time enrollment, families may enrollment full time in the future.