

**Palisades Charter High School • Approval form - SUMMER**

|   |              |   |
|---|--------------|---|
| <u>NAME</u>   | <u>GRADE</u> | <u>COUNSELOR</u>  |
| <u>NAME OF OUTSIDE/ONLINE SCHOOL</u>                              |              |   |
| <u>COURSE TITLE</u>   |              |   |
| <u>PCHS EQUIVALENT COURSE TITLE</u>                               |              |   |
| <i>COUNSELOR USE ONLY (DO NOT FILL OUT THIS GRAY SECTION)</i>     |              |   |
| <input type="checkbox"/> Post on Pali Transcript ( _____ CREDITS) |              | <input type="checkbox"/> Do NOT post on Pali Transcript |
| <u>COUNSELOR APPROVAL</u>   |              | <u>DATE</u>   |
| <u>DIRECTOR OF ACADEMIC PLANNING APPROVAL</u>                     |              |   |

**Courses not approved by the Counseling Office prior to the start of class may not be posted.**

IMPORTANT TO READ BOTH SIDES CAREFULLY! Steps students must take prior to enrolling in a class outside of Pali:

- Complete this approval form with parent signature and return to your counselor. The counselor and the Dir. of Academic Planning must sign for approval BEFORE the student registers for a class.
- Student must pick up this completed form from the counselor once all signatures have been obtained.
- Enroll in only the approved class at the approved school (both of which are listed above)
- The title of the class, whether the class will be posted, and the number of credits earned (if any) are listed on this form.
- Classes above and beyond the A-G requirements will NOT be posted to the student’s Pali transcript.
- When the class is complete, the student/parent is responsible to request that an official transcript be sent to the Pali Counseling Office. Grades are NOT automatically sent from the school where you took the class. The Pali Counseling Office must receive official transcripts and they MUST be in a sealed envelope. Once you have requested the transcripts, please follow up to confirm that the Counseling Office received the transcript.
- If the online/outside school has a completion date that is different from the date listed on this form, it is not valid when trying to get credit at Pali. *You must adhere to the completion date that Pali has set.*

**COMPLETION DATE: The class must be completed AND the transcripts received by the Pali Counseling Office by the Third Thursday in August. **EXCEPTION:** If the class you are taking is a math class or the class is a pre-requisite needed to enroll in a class at Pali, it must be completed and the transcript must be submitted to the Counseling Office during orientation week or before the first day of the new school year. If not, you will repeat the class in the fall at Pali. Please make sure you can commit to completing the class by the deadline before you enroll.**

*Parent/Guardian’s and/or student’s signatures on this form indicate that the student and parent understand the procedures and policies listed above.*

|                                    |                       |
|------------------------------------|-----------------------|
| <u>STUDENT’S SIGNATURE</u>         | <u>DATE</u>           |
| <u>PARENT/GUARDIAN’S SIGNATURE</u> | <u>DATE</u>           |
| <u>STUDENT’S EMAIL</u>             | <u>PARENT’S EMAIL</u> |

### OTHER IMPORTANT INFORMATION

Courses must be taken at a reputable, accredited institution, reviewed and approved by the Director of Academic Planning.

Students taking a class for summer must not begin the online course until the spring semester is finished. Once completed, an official transcript must be at PCHS by the THIRD THURSDAY in AUGUST. YOU are responsible for staying in touch with the summer school to make sure the transcript is sent to:

Palisades Charter High/Counseling Office 15777 Bowdoin St., Pacific Palisades, CA 90272

*The following schools are NO COST:*

**Opportunities For Learning/in class:** go to website, select link to area most convenient for you (Long Beach, L.A., Valley) Read instructions carefully and watch mandatory video. Contact the office of location nearest you for questions. OFL requires 2X a week classroom involvement (with exception of OFL Virtual Program.) Download the OFL form and bring to your Pali counselor for approval.

Or choose **OFL-Virtual Learning** for online only. *OFL summer school is July 2- Aug 10*  
<https://emsofl.com/program/summer-school/>

**CalPac:** go to website and select **COURSE SELECTION FORM**. Follow instructions on the form.  
<http://www.cal-pacs.org/academics/online-summer-learning/> *Summer school is July 2 - Aug 11*

**Method Schools:** go to website, click on ENROLL NOW  
<https://www.methodschoools.org/method-summer-school-2018> *Summer school is June 25 – Aug 3*

*The following schools have a tuition fee:*

**National University Virtual High School:** go to website, select APPLY NOW  
<https://www.nuvhs.org/programs/summer/>

**BYU (Brigham Young Univ. online)**  
<https://is.byu.edu/> Please indicate Palisades Charter HS as your institution. If you are asked for a school code, the Pali code is 052327. If you plan on taking HEALTH at BYU, be sure to choose HEALTH EDUCATION Part 1; HLTH 041. Upon completion of the coursework, the FINAL EXAM must be taken with a proctor, it is not an online exam. You must make arrangements through BYU to find a proctor and testing center. *Pali teachers are NOT available as proctors.*

**Laurel Springs:** go to website, read instructions carefully. Diff. summer semester dates  
<https://laurelsprings.com/academics/summer-program/>