

Requirements and Considerations:

- Students must be 5 years of age by Sept. 1st of the academic year for which they are registering, so that applies not only to Fall semester, but to Spring as well (see FAQ section below). A waiver is available, by request, for students turning age 5 by Dec. 1st of the academic year. Students cannot be enrolled in Young 5 programs and count as grade K.
- Students may not be enrolled full-time in any public school, including online public academies (except for on-campus BPS students and Berrien Springs Virtual Academy students).
- Online registration is required for **every student, every semester. Fall registration does not carry over into spring semester.** A copy of each student's birth certificate is required when registering for the first time, along with the [Special Services form](#) specifying if special education or therapy services were provided to the student in the past and if so, if the parent desires to continue or discontinue. We **do not** require SS# or vaccination records.
- Students **must** maintain weekly contact with their mentor teacher to verify project-based learning in all partnership classes.

Mentor Teacher Requirement:

To comply with state requirements and keep our program alive and well, we require weekly certified teacher (mentor teachers) contact with every student (except public school on-campus students). Certified teachers will be assigned to each partnership family to establish once a week, 2-way communication via Google Classroom with each student. Be assured, these teachers will understand their role as simply a point of service for any instructional issues or help that a certified teacher may offer. Mentor teachers will not inquire about any of your classes or schooling other than those electives you have signed up for with the Partnership. Even though communication has to be between the mentor teacher and student, of course that can and should take place in the presence of parents when at all possible. The mentor teacher's job is to record that weekly contact is date-stamped and that project-based learning is ongoing. Questions will focus on assisting students with creation and completion of end-of-semester class projects to fulfill the project requirement of Project Based Learning. The teachers will report to the Program Director if there are any issues that arise such as poor attendance. They will also be aware of our attendance policy that all families agreed to at registration; the expectation that students attend at least 80% of classes for which they have registered, either in-person or confirmed virtual attendance.

Summary: Program Compliance:

In order to remain active in the Parent Partnership a student must:

- * Show good faith in maintaining 80% attendance record in all community classes for which they are registered, either in-person or confirmed virtual attendance.
- * Completion of an approved Project for each class on his or her schedule. See [Project Requirements](#) for more information.
- * High School - complete all dual enrollment classes with a passing grade. Withdrawal after the drop period or a failing grade will require parents to reimburse the school or be disqualified from the program. Rented books must be returned to the bookstore on-time or parents will be responsible for any fees incurred.
- * Meet the virtual class completion goals (if one or more virtual classes are chosen) as outlined on the Virtual Class Guidelines on the virtual class' page of this site.
- * Maintain weekly contact with assigned mentor teacher, including on-time attendance during count month.