

HomeSchool Help High School Transcript Program Agreement

1. I understand parents and students must supply any transferred high school records when entering the program from a traditional school setting, transcripts must be provided at the **first** appointment. I understand that grade of “D” or below will not be accepted and those subjects will be repeated.
2. I understand the student is to complete all assigned course work with a “C” or above. I understand any grade of “D” or below will not be accepted and the subject will be repeated.
3. I understand seniors are not accepted after September of their senior year.
4. I understand involvement in the program includes a two-hour set up appointment, along with a one-hour check up appointments. I understand scheduling of such appointments are on a first come, first serve basis and not on an emergency or urgency basis. *(We reserve the right to charge a \$25.00 no-show fee for appointments missed without 24 hours notice of cancellation.)*
5. I understand grades are to be reported and work shown after every semester. I understand this means a physical trip to HomeSchool Help at an appointed time after each semester.
6. I understand both parent and student will attend all record keeping appointments.
7. I understand any changes to the custom-made curriculum or report card submission timeline must be reviewed and approved in advance by HomeSchool Help to be eligible for credits.
8. I understand a parent must be in charge of the homeschool and be with the student during normal school hours. If this is not possible we suggest enrolling the student in a correspondence school. If the teaching parent will be working full time, we strongly discouraged homeschooling.
9. I understand and will use the grading scale established by HomeSchool Help.
10. I understand that if I am considering re-entering my student in public school later in their high school years, the public school may or may not accept the credits done at home. Legally, public high schools leave this decision to each principal’s preference. I understand that I must check with the public high schools, my student may want to re-enter before beginning homeschooling to determine their requirements.
11. I understand payment of the annual fee is required in full at your first appointment of the school year. Fees are commensurate with the level of service decided by the parents. Please note the level advantages.
12. I understand the advantages in each level and will not ask for privileges outside the level I have requested. (Example: verification of grades for insurance or other reasons is limited to certain levels.)
13. I understand requests for cancellation of the HomeSchool Help High School Transcript Program must be made in writing to ensure proper credit. Fees are returned on a pro-rated basis.
14. I understand that if we transfer back to a school system or drop out of the program HomeSchool Help will release all records to the school or parent as requested and will no longer be responsible for keeping my student’s records on file for any reason.
15. I understand transcript requests require a minimum of one-week processing time.
16. I understand books are priced separately, and average around \$200 - \$500 per year, per student.

I HAVE READ AND AGREED TO THE ABOVE.

PARENT SIGNATURES: _____ **DATE:** _____