



SUMMER SCHOOL 2018

STUDENT FIRST NAME _____ STUDENT LAST NAME _____ DATE OF BIRTH _____

MAILING ADDRESS _____ CITY _____ STATE _____ ZIP _____

STUDENT CELL PHONE NUMBER _____ PARENT CELL PHONE NUMBER _____ PARENT NAME _____

STUDENT EMAIL ADDRESS _____ PARENT EMAIL ADDRESS _____

GRADE LEVEL: 8 9 10 11 12 (please circle) MALE ____ FEMALE ____

HIGH SCHOOL: _____ COUNSELOR NAME: _____

CLASSES REQUESTING: _____

ARE YOU A STUDENT ATHLETE: YES NO (please circle)

I certify that the above information is true and accurate as possible. I understand I must take a final exam to pass the class. I understand that online access will end at noon on July 20, 2018, no extensions.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Buchanan Summer School Student Contract
June 11, 2018 – July 20, 2018

I understand the following:

1. Student is responsible for their own work.
2. Student is responsible to ensure that they have a working, internet-ready computer from which to complete the class or work in the Buchanan High School Summer School Lab, June 11th - July 20st, Monday-Friday, 8:00am – Noon. Students may register and start their online course in May, but must be completed by noon on July 20, 2018. One class will be assigned to the student at a time.
3. Courses must be completed with a total score of at least 60% combined (coursework 75%, final exam 25%). Summer School online access will close at noon on July 20, 2018.
4. Final exams must be taken at: Buchanan High School Summer School Lab, during open lab hours, Monday-Friday, 8:00am – Noon. Please call Ms. Swem, 269-240-0084 to schedule an appointment for your exam.
5. All assignments, papers, tests must be completed and turned in by six weeks from registration. Students who do not complete their coursework within six weeks must retake and repay for the class.
6. The student will be contacted weekly by their mentor/teacher to discuss student’s progress.
7. Payment is due at registration, \$225.00 for initial course, \$150 per additional course(s). Checks and money orders should be made out to: Buchanan High School. Payments returned for insufficient funds are subject to a \$25.00 charge.
8. For the final exam: • Handwritten notes may be used as well as the study guide. • Cell phones are not allowed during the final exam • Valid ID must be presented before taking the exam, please call Ms. Swem, 269-240-0084 to schedule an appointment for your exam.
9. The first attempt for the final exam must be taken within one week of the completion of the coursework. Students are given up to three opportunities to successfully complete the final. If the student does not pass the final, they must retake and repay for the class. Transcripts will be mailed to the high school to post final grades.
10. If you experience any software issues while online, please contact our IT Help Desk at 1-800-297-2119 (open until 4:00 pm).

Student Signature Student Phone Number Student Email Address

Parent Signature Parent Phone Number Parent Email Address

Buchanan High School – Summer School Date

Summer School Registration can be handled in 4 easy steps.

Step 1.

You must have approval from your school counselor explaining which course(s) is to take at Buchanan High School Summer School. Guest students: please have your counselor contact the Buchanan High School Guidance Office by email cswem@buchananschools.com, with the courses needed to be taken in Summer School.

Step 2.

Registration forms are available at www.buchananschools.com, click on High School, click on BHS Summer School on the left-hand side. Please print and complete the enrollment form and Student Contract and return with payment to the High School Guidance Office or Summer School Lab (Room 113). Students do need to provide their own headphones/earbuds.

Step 3.

\$225.00 for initial course; \$150 per additional course(s), payment can be made by cash, check or money order made payable to Buchanan High School. If a payment plan is needed, please contact Ms. Swem.

Step 4.

Once the above paperwork and payment are received, you will receive an email with your log-in and teacher contact information. Students may begin their online courses in May, but must be completed by noon on July 20, 2018. Sorry, no extensions.

Buchanan Students:

Grades 9th – 12th are allowed to work from home or use the Summer School Lab, room 113. It is highly encouraged that students attend the open lab hours and work extra at home. We have seen that students are much more successful with scheduling this as part of their day and finish their courses quicker!

8th grade enrolled in Summer School are required to attend in the Summer School Lab, room 113. Please use the front entrance only.

Buchanan High School ~ Summer School
401 West Chicago Street, Buchanan, MI 49107
269-695-8405 or cswem@buchananschools.com

June 11 – July 20, 2018 - lab closed July 4th – 6th.
Summer School Lab: 8:00 am – Noon, Monday-Friday
269-240-0084 Summer School Lab
Online access 24 hours/7 days a week