



Summer School 2017

STAFF GUIDE

REGISTRATION:

- **Students must register online-** *The link to summer school registration will be on the 8GC website in late May/early June.*
- **Available courses are for recovery of failed subjects**
- **Registration Deadline:** *Tuesday, June 27, 2017 by 11:59pm*

STUDENT/PARENT INFORMATION MEETING:

- **This meeting is MANDATORY for all students who plan to register for a summer school course-** *If a student/parent cannot attend one of the meetings, their course will NOT be opened by EDUCERE until they get approval by the house principal. In order to get approval, students/parents must review the EDUCERE orientation PowerPoint.*
- **Information Session Times-** *There will be two sessions offered on **Monday, June 26 at 8am and 6pm** in the Hurda Learning Center at the 10-12 Center. Students/Parents do not need to register to attend these information sessions, and only need to attend **ONE** session.*

FINAL EXAMS:

- **There is no time limit-** *The average student will take 30-60 minutes to complete the exam.*
- **All course work must be completed before taking the exam-** *This includes all essays and assignments. Students cannot take the exam until all work has been submitted.*
- **Exams must be scheduled online-** *The exam scheduler can be found at <http://signup.com/go/zCNCzv>*
- **If a parent/student calls to schedule an exam-** *Give the student/parent the link to the online exam scheduler or direct them to the school counseling website where the link can be found.*

FINAL EXAM SCHEDULE:

Students can take exams in the morning (9-11am) or afternoon (1- 3pm) on any of the days listed below:

Monday, July 24- Thursday, July 27

Monday, July 31- Thursday, August 3

TECHNICAL PROBLEMS

If someone calls because they are having trouble accessing the course or have questions about the course, please tell them to contact EDUCERE. The student's registration email will have contact information for EDUCERE's Personal Learning Coach. The phone number is 1-866-8237. **SF Staff CANNOT assist with course questions or technical issues.**

COMPUTER ACCESS

Computer access will be available on scheduled dates throughout the summer. Please direct students/parents to Tricia Falco or Marissa Bowlby in the Future Planning Center for available dates. Please do not assume we will be available. We will be visiting colleges throughout the summer.