COURSE SYLLABUS AND COURSE REQUIREMENTS
CHS CREDIT RECOVERY PROGRAM

Apex Lab: Room 5120

Phone Number: (714) 568-7000 Ex: 67460   **E-Mail: ali.ashkiani@sausd.us**
APEX Site: apexvs.com

Course Title: Credit Recovery/ Apex learning

Course Description:
The Credit Recovery Program is a standards-based digital curriculum designed to provide extensive support for students in credit recovery in math, science, social science, English, Spanish, French, and select elective classes. Lessons provide differentiated instruction to enable all students find academic success.

Prerequisites

CRITERIA FOR ENTRANCE TO THE CREDIT RECOVERY PROGRAM: Entrance to the CRP is determined by the counselor and/or a CHS administrator. Some considerations include:

- **One or more years behind age group in number of credits attained**
- **Failing 1+ classes**
- **Has been retained two or more years**
- **Exhibits excessive absenteeism**
- **Achieves less than a 2.0 GPA**
- **Is in a grade that is age-inappropriate (i.e. is seventeen in the ninth grade)**
- **Has difficulty performing in the traditional classroom**
- **Students who are at risk of dropping out, or a returning dropout**

A-G (UC/CASUS) and ATHLETICS AND APEX: **All APEX course offerings at CHS are A-G approved provided that the students are taking the APEX course as a repeat of the contact classes with "D" or "F".**
NCAA and SAUSD Athletic Eligibility
- **Currently the NCAA *will not* accept most online credit recovery coursework. Student athletes planning on playing in college should not enroll in the CRP.**
- **CHS students who are at or below a 2.0 and are trying to remain eligible should know that *APEX courses are not calculated into the GPA to earn/maintain eligibility*. If you need further information regarding athletic eligibility, contact your counselor, your coach and/or the CHS Athletic Director**

REQUIREMENTS:
Students enrolled in this program must:
- **Log on and work regularly. This course is a privilege. Students not progressing may be dropped from the course.**
- **honor the contract for proper computer usage.**

- **work independently and maintain proper classroom behavior that respects the rights of all students and achieve at least 70% on all assigned materials to earn a credit.**
- **honor the CHS Academic Honesty Policy. A zero-tolerance policy is in place for this class. Students cheating will be dropped from the CRP.**
- **Honor the CHS Tardy Policy as stated in the CHS Student Handbook.**

ATTENDANCE/HOMEWORK/MAKE-UP WORK: For students assigned to the lab during the regular school day, good attendance is imperative. Work will be completed in class online; however, students may work at home in the event of an absence or to get ahead in their course work. If a student is not on pace to earn a credit by the end of the semester, it is highly recommended that more work is done online at home, but if that is not possible, work can be completed during Period 7, after school and at "0" period in the Credit Recovery Lab. *Computers will not be available to check-out.*

ACADEMIC HONESTY POLICY: The CHS Honesty Policy stated in the school handbook is enforced in this program. If you are working from home, your scores on quizzes and the time spent working on course content will be monitored closely. Your scores on quizzes need to be consistent with your scores on CST's, which you must take in the lab. Because all courses are "open-book", you do not need to use other sources for answers to questions on quizzes and tests.

PERIOD 7 ROSTER: Students placed on the 7ᵗʰ Per. Roster are expected to work on a regular basis in the lab. If you are not progressing at a pace to finish a course in approximately six weeks, you may be dropped from the roster. Working at home independently requires motivation and maturity. Ample help is available. Students requiring more one-on-one instruction may find Apex a viable solution with Blended Learning Strategies.

CITIZENSHIP: Habitual tardies or truancies, disruptive behavior and/or any form of plagiarism will be grounds for dismissal from this program and possible placement in an alternative school or program.

GRADING POLICY: Grades in APEX courses are all computer scored. Grades are based on a cumulative point system, and the breakdown of weighted activities is available to view on the course syllabus which is included in every APEX course. Students need to maintain a 70% or higher to stay on task to earn a credit. Quizzes and not tests are allowed to be re-set 2 times. Students can re-set their quizzes and tests 2 times, and then the Apex Teacher/ coach can re-set the remaining one attempt. APEX grades are not available to view on Student or Parent Portal, but parents may request a progress report any time and may also follow student progress by logging on to the APEX website under the student's user name and password. Grades are posted as soon as a quiz or test is taken, and the overall grade is calculated at the same time.

HIGH SCHOOL CREDIT: When an online course is completed, it will be recorded on the student's transcript. It will not appear on any progress report or the semester report card. Credits and points awarded for the earned grade will be added into the cumulative GPA by the CHS registrar.

ELECTRONIC DEVICES: Students must adhere to the CHS electronic device policy directly stated in the school handbook.

Class Rules and Consequences:

Students are expected to work on their on line course while in the lab. Texting, playing games or surfing the web are discouraged activities. The goal of each student is to earn as many credits as needed with the support and assistance of the classroom teacher.

Academic Grading Policy:

After students completed the required coursework in apex, they will earn a grade that the program generates. At any time they can check their grade.

FREE PUBLIC EDUCATION: Student Fees:

The California Constitution mandates that public education be provided to students free of charge, unless a charge is specifically authorized by law for a particular program or activity. The following are specific exceptions to the prohibition on fees, charges and deposits at the kindergarten through 12th grade level (some legal provisions related to child care programs and adult education are not listed here). These fees, charges and deposits are legally permissible because they are specifically permitted by law. (Note: This list is based on legal authorizations, but the inclusion of a permissible fee, charge or deposit on this list does not necessarily mean that District schools currently assess the fee, charge or deposit).

Please visit the SAUSD Student Fees section for the completed list and additional resources by clicking here: SAUSD.us.

Academic Honesty Policy:

The CHS Honesty Policy stated in the school handbook is enforced in this program. If you are working from home, your scores on quizzes and the time spent working on course content will be monitored closely. Your scores on quizzes need to be consistent with your scores on CST's, which you must take in the lab. Because all courses are "open-book", you do not need to use other sources for answers to questions on quizzes and tests.

All students are expected to abide by the Century Academic Honesty Policy which is clearly outlined in the Student & Parent Handbook as well as posted online with school registration forms for students and parents to review.

 Apex courses are free, and computers are available in the Lab. If a student agrees to work on the Period 7 roster, access to a computer and to the internet is required. If this is not possible at home, work must be completed in the CR Lab after school.

Support Policy:

I am available every day after school until 3:30 to offer any assistance or support that will help the student be successful in earning credits. Furthermore, I have seventh period (3:00-4:00) Monday through Friday open to all students to come and catchup with assignments or for one-on-one instruction.

Online Grade Access:

Grades can be checked at any time through the Apex program. I have access to the students passwords, however, I can not release the log in credentials without face-to-face conference. So please encourage your student to share them with you so you can check their progress. The website lets you see how long they spend on each assignment, the grade they received and what percent of the course has been completed. If you have any questions please do not hesitate to email or phone me.

Citizenship Rubric: Citizenship will be evaluated using the Century High School Citizenship rubric**.**

APEX/**CENTURY HIGH SCHOOL CITIZENSHIP RUBRIC**

	Attendance (Absences must be excused within 72 hours)	Behavior	
E = Excellent	• 1 or fewer uncleared tardies and • No unexcused absences	The student *almost always*: • Participates in learning. • Follows classroom rules. • Displays on-task behaviors. • Is respectful to others.	
G = Good	• 2 or fewer uncleared tardies and/or • No unexcused absences	The student *usually*: • Participates in learning. • Follows classroom rules. • Displays on-task behaviors. • Is respectful to others.	
S = Satisfactory	• 3 or fewer uncleared tardies and/or • 1 unexcused absence	The student *sometimes*: • Participates in learning. • Follows classroom rules. • Displays on-task behaviors. • Is respectful to others.	
N = Needs Improvement	• 4 or fewer uncleared tardies and/or • 2 unexcused absence	The student *rarely*: • Participates in learning. • Follows classroom rules. • Displays on-task behaviors. • Is respectful to others.	
U = Unsatisfactory	• 5 or more uncleared tardies and/or • 3 or more unexcused absences	The student *almost never*: • Participates in learning. • Follows classroom rules. • Displays on-task behaviors. • Is respectful to others.	

-

Feel free to contact me at (714) 568-7000, ext. 67460 or via e mail at: ali.ashkiani@sausd.us, or even better, come on in for a guided tour of the lab and an online look at the APEX program.

BEST OF LUCK TO YOU!