



Admissions

Part-time, Credit Recovery, or Summer School Student Application

A \$125 registration/application fee must be submitted with this application, even if only taking one course. Each individual course's tuition of \$225 can be paid later, but before the student may begin online coursework. The application fee is non-refundable. Once your application is received and reviewed, you will receive information for any remaining tasks. Once your course tuition is received, you will receive access and procedures for the course(s). A letter of approval may be required from the school which will be accepting this credit if we are unable to contact the school.



SACSCASI
 Southern Association of Colleges and Schools

Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI).



Accredited by National Association of Private Schools

Part-time, Credit Recovery, or Summer School Student Enrollment Application

Part-time and credit recovery students are required to use online semester-based courses with teacher support.

This is for students enrolling in 4 or less courses for dual enrollment, credit recovery, or summer school. This application will work for up to 4 students.

1. Read/fill out pages 1-3.
2. Mail pages 1-3 with \$125 Family Registration Fee to **Southeast Academy P.O. Box MM Saltville, VA 24370**
3. **IMPORTANT:** On www.SoutheastAcademyOnline.com, sign up to our school communication system found on the Document Library under the Principal's Notebook.

1ST STUDENT INFORMATION

Full Legal Name _____

Birthdate _____

Check M/F Male _____ Female _____

Last Grade Completed _____

Currently Enrolled Grade _____

Number of Semester Courses Interested In: _____

Enrolling in Which Courses (if known):

Last School Attended _____

School City _____

School State _____

School Phone _____

2ND STUDENT INFORMATION

Full Legal Name _____

Birthdate _____

Check M/F Male _____ Female _____

Last Grade Completed _____

Currently Enrolled Grade _____

Number of Semester Courses Interested In: _____

Enrolling in Which Courses (if known):

Last School Attended _____

School City _____

School State _____

School Phone _____

3RD STUDENT INFORMATION

Full Legal Name _____

Birthdate _____

Check M/F Male _____ Female _____

Last Grade Completed _____

Currently Enrolled Grade _____

Number of Semester Courses Interested In: _____

Enrolling in Which Courses (if known):

Last School Attended _____

School City _____

School State _____

School Phone _____

4TH STUDENT INFORMATION

Full Legal Name _____

Birthdate _____

Check M/F Male _____ Female _____

Last Grade Completed _____

Currently Enrolled Grade _____

Number of Semester Courses Interested In: _____

Enrolling in Which Courses (if known):

Last School Attended _____

School City _____

School State _____

School Phone _____

ACADEMIC PLANNING INFORMATION

Date to start school work? _____

How did you hear about Southeast Academy? (i.e. Google, Yahoo, MSN, newsletter, person's name, website name, or other)

PARENT INFORMATION

Name(s) _____

Mailing Address _____

Street Address _____

City _____

State _____ **Zip** _____

County _____

E-Mail (primary, not junk account)

Home Telephone _____

Cell Phone _____

Best Time to Call _____

Mail these three pages and the \$125 Registration/Application Fee to:

**Southeast Academy
P.O. Box MM
Saltville, VA 24370**

If you know the number of semester courses, you may also include the \$225 for each course with this application.

Please call 276-496-7777 ext. 221 8am-4pm EST if you need any assistance!
Once enrolled, you can request an Enrollment Verification letter (if needed) by using the Contact SEA page.

SEA PARENTAL REQUIREMENTS (2010-2011)

Please read the following information carefully!

In assuming the role of the teacher at home, the following are guidelines that need to be followed:

- Check your email a minimum of twice per week for SEA school communications. Please add service@southeastacademyonline.com and ktompson@aopse.com to your address book or contact list so important communications are not blocked or delivered to spam.
- Students must do at least one project and/or essay per unit (10 per subject). Others can be skipped if you feel necessary.
- Students are expected to finish a unit of work approximately every 3 weeks per course.

I understand that as a parent I am responsible for the training of my child/children and will not hold Southeast Academy responsible for any lack of academic achievement or progress.

I understand my student will need to fill out this application again if taking courses the next semester. There is no registration fee required for continuing students.

I understand if I have a student in an upper high school science course (Biology, Integrated Physics and Chemistry, Chemistry, or Physics) that I must purchase a lab kit on the SEA website under Curriculum/Science Lab Kits, which is not included in tuition. These high school science courses are structured so the labs are completed with the lab kit.

I understand that units that require repeating due to a low test score will have an additional cost.

I understand that no refunds are given for registration fees. Curriculum refunds are as follows:

Withdrawal before curriculum sent	100%
Between 1-10 days of online setup	50%
Withdrawal during course	0% subjective to amount of work completed

I understand that notice of withdrawal must be made in writing or email. The first transcript will be sent free of charge but additional requests will be subject to a \$10.00 processing fee.

A \$25 processing fee is assessed for a non-sufficient funds check, credit or debit card decline, or a stop payment.

By signing my name in the Signature box(es), I understand and agree with the above statements and also verify the information entered is correct.

PARENT SIGNATURE: _____ **DATE:** _____

PARENT SIGNATURE: _____ **DATE:** _____

Both parents must sign agreement unless a single-parent home exists.

(Initial) _____ This is a single-parent home, and I have legal custody of my child/children: