



# Enrollment Form

## Enrollment Form instructions:

Please fill out this form in its entirety, filling in all applicable fields. Provide previous school information if you have previously attended high school, or if you intend to transfer credits earned through Park City Independent to your local high school.

Save a copy of the completed form on your computer. This document must be saved after completing the fields, or your information will be lost.

Return the completed form to Park City Independent using one of the following methods:

### E-mail:

[admissions@edgenuity.com](mailto:admissions@edgenuity.com)

### Fax:

(866) 436-0244

### Postal mail:

Park City Independent: Admissions  
8860 E. Chaparral Road, Suite 100  
Scottsdale, AZ 85250

<b>Student Information</b>				
First Name	Middle Name		Last Name	
Street Address			Date of Birth	Grade Gender
City	State	Zip	Home Phone Number	
E-mail			Cell Phone Number	

<b>Mother/Guardian Information</b>				
First Name	Last Name		Home Phone Number	
Street Address (if different from student)			Cell Phone Number	
City	State	Zip	E-mail	

<b>Father/Guardian Information</b>				
First Name	Last Name		Home Phone Number	
Street Address (if different from student)			Cell Phone Number	
City	State	Zip	E-mail	

<b>Previous School Information (Check here if this is your current school)</b>				
School Name			School Phone Number	
Street Address			School Fax Number	
City	State	Zip	Counselor/Advisor Name	

School Name			School Phone Number	
Street Address			School Fax Number	
City	State	Zip	Counselor/Advisor Name	

School Name			School Phone Number	
Street Address			School Fax Number	
City	State	Zip	Counselor/Advisor Name	

<b>Academic Goals</b>	
<p>My academic plan is to:</p> <p><input type="radio"/> Graduate through Park City Independent</p> <p><input type="radio"/> Transfer credits to my current school</p> <p><input type="radio"/> I'm not sure</p>	<p>My post high school plans are:</p> <p><input type="radio"/> College/University</p> <p><input type="radio"/> Workforce</p> <p><input type="radio"/> Military</p> <p><input type="radio"/> Other</p>
<p>Do you have an Individualized Education Plan?</p> <p><input type="radio"/> Yes (if yes, then please attach) <input type="radio"/> No</p>	

## Park City Independent Mission Statement

We will engage and support motivated, independent learners in standards-based curriculum, through our virtual classroom, available at any time, from any place, at a flexible and personalized pace.

*"We are creating the future of the teacher-student experience."*

### Academic Standards and Policies

Park City Independent strives to maintain the highest academic standards. Therefore, students are expected to demonstrate an intrinsic desire for academic success. Students who take full advantage of the opportunities offered at the school will effectively enlarge their intellect, build their character, and find success in their future endeavors.

We admit students of any race, color, nationality, and ethnic origin to all the rights, privileges, programs, and activities at Park City Independent, and we do not discriminate on the basis of race, color, or national or ethnic background in the administration of any of our programs.

### Honor Code of Conduct

Park City Independent is a school based on the foundation of courtesy and respect for each student and instructor. Our honor code is designed to foster and encourage the highest standards of honor, integrity, and morality.

Students accepted in our program must commit to abiding by the honor code. Compliance with these rules and policies will ensure that students learn in an environment free of harassment, negative attitudes, and offensive actions.

### Etiquette Standards

Communication between students and instructors is achieved through various methods, including phone calls, live chat, e-mail, and web conference. Inappropriate communication of any kind is strictly prohibited. Vulgar, profane, insulting, or derogatory comments will not be tolerated. All communication between instructors and students must be professional and respectful. In the event that a student is found in violation of this rule, the parent/guardian will be notified and appropriate disciplinary action will be taken.

### Academic Integrity

Academic integrity is expected on all courses, assignments, and activities. Violations of academic integrity include plagiarism, cheating, and/or fabrication or falsification of information submitted on projects, assignments, papers, or exams. Infractions of this policy will not be tolerated and will be dealt with on an individual basis. The penalties for plagiarism and cheating are as follows:

- **First offense:** Student receives a warning, and the assignment is reset.
- **Second offense:** Student automatically fails the assignment and is not given the option to redo the assignment.
- **All successive offenses:** Student automatically fails the course.

After each offense, the parent/guardian will be notified via e-mail. There may be a follow-up phone call to discuss any questions or concerns. Each offense is per student, not per course, and each student will only receive two warnings before the course is failed.

A student may not claim another person's work as his or her own, or use unauthorized materials to gain advantage during assignments or testing. Tests are to be taken by the student without any assistance. Assessments and assignments are only constructive when they are based on a student's original work. Only original work is useful to both the student and the educators. Avoid academic dishonesty and misconduct in all its forms.

### Situations of Suspension or Expulsion

In the event that suspension or expulsion is necessary per school policies, tuition fees are not refundable. PCI makes every effort to work with students regarding policy violations. A suspension or expulsion from Park City Independent will only occur under extreme circumstances and only after the student has been given fair warning.

### Inappropriate Internet Activities

Park City Independent does not condone, nor is it responsible for, any inappropriate use of the Internet.

## Appeal Process

### Appeal Process for Academic Action and Resolving Academic Grievance

Students receiving a grade, which they feel is unfair, may appeal the decision by submitting a letter of appeal to the administration, requesting that the case be presented before the Academic Board. An Academic Board decision will be given within thirty days.

### Appeal Process for Suspension or Expulsion

In the event that a student is suspended or expelled and the student wishes to appeal the decision, a formal letter must be submitted to the school, outlining the student's desire to appeal, stating the reason for the appeal, and listing any extenuating circumstances leading up to the suspension or expulsion. The submission of an appeal does not guarantee acceptance. All appeals will be reviewed on an individual basis.

## Program Requirements

Our online and blended learning solutions are built on a robust learning management platform that is designed with end users in mind. Our system is secure, easy to implement, and compatible with the most commonly used browsers and hardware. Please review the technical specifications and installation requirements at the links below to ensure full compatibility and a positive experience:

[www.edgenuity.com/support/technical-requirements](http://www.edgenuity.com/support/technical-requirements)

## Grading Standards

### Grading System

The following academic letter grades will be used: A, B, C, D, F. The plus (+) or minus (-) will be used, except in the case of A+ and F-. There will be no rounding up or down of any score or grade issued by Park City Independent.

### Calculating Your GPA

For the purpose of determining Grade Point Average (GPA), the following grade scale is used:

A	94-100	C	74-76.9
A-	90-93.9	C-	70-73.9
B+	87-89.9	D+	67-69.9
B	84-86.9	D	64-66.9
B-	80-83.9	D-	60-63.9
C+	77-79.9	F	0-59.9

## Testing

It is the responsibility of parents and students to research and complete any standardized test requirements for their state. Park City Independent does not require these for graduation. Park City Independent does not make arrangements for any standardized tests, including nationally issued tests such as the ACT, SAT, or AP exams.

## Student Records

### Permanent Record

The school maintains a permanent record for each student. When applicable, records concerning standardized test scores, health information, Individual Education Plans (IEP), and behavioral records will also be included. This record is confidential and open to parental inspection on request. When students transfer out of Park City Independent, this record will be sent to the new school after receiving a request from that school.

### School Transcripts of Credit Earned

The school maintains a transcript of all classes attempted and completed through Park City Independent. Transcripts may also include credits transferred from other educational institutions. To receive a copy of the transcript, the student or parent/guardian must complete a transcript request form. The request will be filled within 5-7 business days. Park City Independent will provide 2 copies of official transcripts free of charge upon graduation. All other requests for unofficial and official transcripts may require an additional fee.

### Repeating a Class

Students who receive a failing grade in any course at Park City Independent, or from another high school, may retake the same class, or an equivalent, and receive the higher score as a permanent grade. Both grades will appear on the transcript and will be calculated in the student's Grade Point Average (GPA).

### Credit Transfer

Credits transferring from other institutions will be evaluated and accepted at the school's discretion. Generally, credit granted by schools accredited through Northwest Accreditation Commission, or equivalent regional accreditation associations, will be accepted. Park City Independent reserves the right to deny the transfer of credits. Credit granted from other institutions or home school instruction may be accepted, but is subject to in-depth review and students will be asked to provide an outline of the topics covered and a report of the assignments completed and grades earned. Students entering ninth grade must submit copies of middle school report cards that may reflect credit granted.

### **Class Add or Drop**

Students may add or drop classes at any time. Additional tuition or fees may be required to add classes, and no refunds are given for dropped classes after the initial thirty days of enrollment with Park City Independent.

## **High School Graduation**

### **Graduation Requirements**

Students must complete all course requirements as indicated on the graduation plan, linked from the course catalog page of the Park City Independent website. A total of 24 credit hours are required for graduation. Although credits may be transferred from other regionally accredited institutions, at least 6 credits are required through Park City Independent to receive a diploma from our institution.

The prospective graduate is responsible for providing records of all previously completed high school course work in the form of an official transcript. Although Park City Independent can request transcripts from the student's previous school, it is the responsibility of the student to ensure those transcripts are received.

### **Graduation Application**

Students who believe they are prepared for graduation are required to undergo an Academic Review process. The review will determine whether the student has completed all of the necessary graduation requirements. To begin this process, a Graduation Application must be submitted. The submittal of a Graduation Application does not certify that the student will be cleared for graduation. If the review proves that additional credits are needed, then the student must complete them before he or she will be allowed to graduate. If graduation is denied, then the student will be notified in writing and the results of the Academic Review will be made available.

## **Students With Disabilities**

Students with any disability, which may impair their ability to successfully complete a course, should contact Park City Independent offices. Academic accommodations are granted for all students who have qualified, documented disabilities. Accommodations are determined on an individual basis.

## **Courses and Tuition**

Students are permitted to be enrolled in up to six courses at one time. For courses purchased in full, the courses will be open for eighteen weeks. An extension will be considered for a fee. An extension must be requested by the student or parent/guardian prior to the end of the course.

Courses taken with a monthly tuition plan will remain open so long as tuition is up to date. Courses with no activity for forty-five days or more will be temporarily dropped, until the student or guardian contacts the school regarding course activity.

Any fees resulting from required materials for any course are not included in tuition costs and are the responsibility of the student or parent/guardian.

## **Student Withdrawal**

### **Thirty-day Satisfaction Guarantee**

If for any reason the programs and courses offered by Park City Independent are found to be unsatisfactory within the first thirty days, then a full refund of all initial payments minus any non-refundable application fees will be made. Notification must be made to the office of Park City Independent before the thirty-day period ends and must be done in writing via e-mail to [admissions@edgenuity.com](mailto:admissions@edgenuity.com). After the thirty-day period, no refunds will be made.

### **Withdrawal After Thirty Days**

After thirty days, a student may withdraw at any time. If a student is on the monthly tuition course plan with monthly payments, then all future payments will be canceled and access to the student's courses will end on the date the next payment would have been due. If a student has paid in full for courses, then no refunds will be given for any tuition amounts already paid. To withdraw a student, please send an e-mail to [admissions@edgenuity.com](mailto:admissions@edgenuity.com).

## Statement of Agreement and Understanding

We, parent/guardian and student, have read, reviewed, and understood the above policies.

The information given herein is for the purpose of obtaining admission to Park City Independent. We certify that it is correct to the best of our knowledge. We give the administrative personnel our permission to contact former schools and/or references for the purpose of determining admission.

Requests for additional transcripts, diplomas, graduation packets, or a rush order will require an additional charge.

Diploma packets are generally sent within 4-6 weeks of graduation.

Please initial each statement below.

- I/We understand no refunds of any kind will be issued past the initial 30 days enrollment period. \_\_\_\_\_
- I/We understand that the school is not responsible for the student's internet activities. \_\_\_\_\_
- I/We understand that transcripts are ultimately the responsibility of parent/guardian. \_\_\_\_\_
- I/We understand that 6 credits from Park City Independent are required to graduate. \_\_\_\_\_
- I/We understand that Park City Independent does not offer AP or GED testing/courses. \_\_\_\_\_

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Park City Independent NCAA Acknowledgement Form

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Student Name

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Parent/Guardian Name

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Address

Park City Independent is not a National Collegiate Athletic Association (NCAA) approved program. Parents and Students who need NCAA approved courses should contact Park City Independent immediately to discuss their options. NCAA approval is separate and unrelated to accreditation. Park City Independent is nationally recognized and accredited through Advanced ED.

Please acknowledge your understanding of this information by signing and dating below. This document must be returned along with your admissions application.

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Student Signature

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Parent/Guardian Signature

---

Date

---

Date



# Park City Independent

## STUDENT DATA RELEASE FORM

**Park City Independent: Admissions**  
8860 E. Chaparral Road, Suite 100  
Scottsdale, AZ 85250  
Phone: 888-866-4989  
Fax: 866-436-0244  
Email: admissions@edgenuity.com  
[www.parkcityindependent.com](http://www.parkcityindependent.com)

<b>From:</b>			
Student's Name	Age	Date of birth	
Permanent Street Address			Phone
City	State	Zip	

**Return this form via link below or fax to:**  
866-436-0244

The following individuals/organizations are authorized to receive information regarding the student's school and educational data from Park City Independent:

<b>Person(s) Authorized to Receive Your Information</b>					
Name			Name		
Address			Address		
City	State	Zip	City	State	Zip
Relationship to Student			Relationship to Student		

<b>Person(s) Authorized to Receive Your Information</b>					
Name			Name		
Address			Address		
City	State	Zip	City	State	Zip
Relationship to Student			Relationship to Student		

<b>Student Signature</b>
Date

<b>Guardian Signature (May sign for student if student is a dependent)</b>
Date





# Park City Independent

## UNDERSTANDING OF FINANCIAL RESPONSIBILITY

**Park City Independent: Admissions**  
 8860 E. Chaparral Road, Suite 100  
 Scottsdale, AZ 85250  
 Phone: 888-866-4989  
 Fax: 866-436-0244  
 Email: admissions@edgenuity.com  
 www.parkcityindependent.com

**Park City Independent offers the following plans, and charges the following fees.**

**STEP 1:** Choose your payment method (monthly/semester)

**STEP 2:** Select student status

**STEP 3:** Select your course(s) on pages 3-4. Please note – each selection is considered ONE course

**STEP 4:** Submit

**Please choose a payment method and complete the following information:**

I, \_\_\_\_\_, authorize Edgenuity Inc. to charge my credit card:

**\$350 monthly plus applicable fees, according to the conditions below.**

Tuition is paid at a monthly rate (\$350 per month up to 6 courses, plus applicable application fees ) during the time that the student is actively enrolled in courses. Parent must notify Edgenuity when student completes course. Course selections must be made on the attached course list. Forms submitted with no course selections will not be accepted.

**Student is:**      **New or Returning**      **Continuing**  
 (Never attended or                      (Current student or  
 absent for 365+ days)                      absent less than 365 days)

**A flat rate of \$285 per course plus applicable fees, according to the conditions and calculation below.**

A flat rate (\$285 per course) for tuition is paid in full and prior to starting a course. This payment is applied for up to eighteen weeks. The student may complete the course prior to the eighteen-week deadline; however, any extension of time will be considered and extra fees may apply. Course selections must be made on the attached course list. Forms submitted with no course selections will not be accepted.

**Number of courses:**      **X \$285.00 = \$**

**Student is:**      **New or Returning**      **Continuing**  
 (Never attended or                      (Current student or  
 absent for 365+ days)                      absent less than 365 days)

<i>I represent and warrant that I am over 18 years of age.</i>				
First Name		Middle Name	Last Name	
Street Address			Date of Birth	Grade      Gender
City	State	Zip	Home Phone Number	
E-mail			Cell Phone Number	

<i>Consent of parent or legal guardian if you are under 18 years of age</i>			
First Name		Last Name	Home Phone Number
Street Address (if different from student)			Cell Phone Number
City	State	Zip	BILLING E-mail Address

**Terms of this payment authorization:**

**If you selected recurring monthly payments:** You authorize regularly scheduled charges to your Visa, MasterCard, American Express, or Discover card. You will be charged each billing period for the total amount due for that period. A receipt will be e-mailed to you, and the charge will appear on your credit card statement. If the standard rate, before sales tax, or payment date changes, then you will receive notice from us at least ten days prior to the payment being collected.

**For all payments:** I authorize Edgenuity Inc. to charge the credit card saved in the parent payment portal according to the terms outlined above. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. I agree that if I have any problems or questions regarding my account or any services provided by Edgenuity Inc., then I will contact Edgenuity Inc. for assistance using the contact information on its website at [www.edgenuity.com](http://www.edgenuity.com). I also agree that I will not dispute any charges with my credit card company without first making a good faith effort to remedy the situation directly with Edgenuity Inc. This payment authorization is for the type of bill indicated above. I certify that I am an authorized user of this credit card and that I will not dispute the scheduled payments with my credit card company provided the transactions correspond to the terms indicated in this authorization form.

**I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify Edgenuity Inc. in writing of any changes to my account information or termination of this authorization at least thirty days prior to the next billing date. Parent is to notify Edgenuity upon course completion. I understand that Edgenuity Inc. will not mail me any invoices or bills. I understand that course activation will not take place until payment is received, and that non-payment will result in course deactivation.**

<b><i>Student Signature (if under 18, please include a parent/guardian signature)</i></b>
Date
Date



# Park City Independent

## COURSE LIST

### MIDDLE SCHOOL COURSES

#### ENGLISH LANGUAGE ARTS

- English Language Arts 6 A
- English Language Arts 6 B
- English Language Arts 7 A
- English Language Arts 7 B
- English Language Arts 8 A
- English Language Arts 8 B

#### MATHEMATICS

- Mathematics 6 A
- Mathematics 6 B
- Mathematics 7 A
- Mathematics 7 B
- Mathematics 8 A
- Mathematics 8 B
- Pre-Algebra A
- Pre-Algebra B

#### SCIENCE

- Life Science A
- Life Science B
- Earth Science A
- Earth Science B

#### SOCIAL STUDIES

- Middle School World History A
- Middle School World History B
- Middle School U.S. History A
- Middle School U.S. History B
- Middle School Civics, Government, & Economics A
- Middle School Civics, Government, & Economics B
- Middle School World Cultures & Geography A
- Middle School World Cultures & Geography B

#### WORLD LANGUAGES - ELECTIVES

- |             |             |
|-------------|-------------|
| Spanish I A | Chinese 1 A |
| Spanish I B | Chinese 1 B |
| Spanish 2 A | Chinese 2 A |
| Spanish 2 B | Chinese 2 B |
| French 1 A  | Latin 1 A   |
| French 1 B  | Latin 1 B   |
| French 2 A  | Latin 2 A   |
| French 2 B  | Latin 2 B   |
| German 1 A  |             |
| German 1 B  |             |
| German 2 A  |             |
| German 2 B  |             |

#### Notes

All courses are valued at half a credit each.

### HIGH SCHOOL COURSES

#### ENGLISH LANGUAGE ARTS

- English Language Arts 9 A\*
- English Language Arts 9 B\*
- English Language Arts 10 A\*
- English Language Arts 10 B\*
- English Language Arts 11 A\*
- English Language Arts 11 B\*
- English Language Arts 12 A\*
- English Language Arts 12 B\*
- Literacy & Comprehension I A
- Literacy & Comprehension I B
- Literacy & Comprehension II A
- Literacy & Comprehension II B
- Expository Reading and Writing A
- Expository Reading and Writing B
- Introduction to Communications and Speech A
- Introduction to Communications and Speech B
- IDEA Writing

#### MATHEMATICS

- Algebra I A\*
- Algebra I B\*
- Geometry A\*
- Geometry B\*
- Algebra II A\*
- Algebra II B\*
- Precalculus A
- Precalculus B
- Integrated Mathematics I A
- Integrated Mathematics I B
- Integrated Mathematics II A
- Integrated Mathematics II B
- Integrated Mathematics III A
- Integrated Mathematics III B
- Mathematical Models with Applications A
- Mathematical Models with Applications B
- Financial Math A
- Financial Math B
- Trigonometry
- Concepts in Probability and Statistics A
- Concepts in Probability and Statistics B

#### SCIENCE

- Environmental Science A
- Environmental Science B
- Physical Science A
- Physical Science B
- Biology A
- Biology B
- Chemistry A
- Chemistry B
- Physics A
- Physics B

#### SOCIAL STUDIES

- Survey of World History A
- Survey of World History B
- Modern World History A
- Modern World History B
- U.S. History I A
- U.S. History I B
- U.S. History II A
- U.S. History II B
- Survey of U.S. History A

#### FOR MORE INFORMATION CALL:

888.866.4989 option 3



# Park City Independent

## COURSE LIST

### HIGH SCHOOL COURSES

#### SOCIAL STUDIES, CONTINUED

- Survey of U.S. History B
- U.S. Government
- Economics A
- Economics B
- Human Geography A
- Human Geography B

#### ELECTIVES

- Intro to Art
- Art History I
- Lifetime Fitness
- Foundations of Personal Wellness A
- Foundations of Personal Wellness B
- Healthy Living
- Personal Finance

#### ELECTIVES, CONTINUED

- Intro to Technologies A
- Intro to Technologies B
- Computer Applications A
- Computer Applications B
- Online Learning & Digital Citizenship
- Psychology A
- Psychology B
- Sociology
- Strategies for Academic Success
- Career Planning and Development
- Career Explorations A
- Career Explorations B

#### WORLD LANGUAGES

- |               |               |
|---------------|---------------|
| Spanish I A   | Spanish I B   |
| Spanish II A  | Spanish II B  |
| Spanish III A | Spanish III B |
| French I A    | French I B    |
| French II A   | French II B   |
| French III A  | French III B  |
| German I A    | German I B    |
| German II A   | German II B   |
| Chinese I A   | Chinese I B   |
| Chinese II A  | Chinese II B  |
| Latin I A     | Latin I B     |
| Latin II A    | Latin II B    |

**Notes:** All courses are valued at half a credit each.  
 \* required for graduation

**I understand the course(s) I am requesting are approved for Park City Independent through our accrediting body. I understand that any transfer of these courses to another institution must be approved through the receiving Institution. Park City Independent cannot guarantee school or state transfer/equivalency.**

Student Name:

Date:

Parent/Guardian Name: (If Student is Under 18)

Date:

**Return this form via link below, by fax to: 866-436-0244,  
 or by mail to: Park City Independent: Admissions  
 8860 E. Chaparral Road, Suite 100 - Scottsdale, AZ 85250**

Forms submitted with no course selections will not be accepted.

#### Notes

All courses are valued at half a credit each.

#### FOR MORE INFORMATION CALL:

**888.866.4989 option 3**