

Student Academic Guide for Incoming 9th Grade Students

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Mission and Vision

Floydada Collegiate High School P-TECH opens in the Fall of 2022. The FCHS P-TECH program gives students the opportunity to earn college credit, receive industry certifications, and participate in work-based training at no cost to students. Through partnerships with South Plains Junior College (SPC), West Texas A&M University, Texas Tech University, Floydada Economic Development Corporation, and local businesses, P-TECH students gain hands-on experience, learn technical skills, and can earn postsecondary credentials while earning their high school diploma.

FCHS P-TECH VISION

The vision at Floydada Collegiate High School is to create an environment where students grow academically, develop socially, think critically, and communicate effectively in pursuit of life-long success.

FCHS P-TECH MISSION

Floydada Collegiate High School will provide students free and equitable access to rigorous and relevant academic and career experiences in a 21st century learning environment through innovative and collaborative practices in order to graduate leaders who are college and career ready.

School Model

The FCHS P-TECH pathways will provide students the ability to take college and CTE courses within Floydada Collegiate High School, utilizing the School Within A School Model. Students will have the opportunity to work directly with campus and college professors and industry experts to ensure development of academic and employability skills. Students will attend the Summer Bridge program, including the Texas Success Initiative summer workshop. Together with South Plains College, West Texas A&M University, Texas Tech University, Collegiate Edu-Nation, and our industry partners, we will provide students with a robust educational experience and collegiate atmosphere for learning.

FCHS P-TECH Programs of Study include:

Education and Training

Associate of Arts-Teaching (EC-6) via South Plains College Associate of Arts General Studies (Secondary) via South Plains College Bachelor of Arts/Science at Texas Tech University Industry-Certification: Educational Aide I Texas Teacher Certification-Tech Teach Program Teacher Residency/Internship

Law Enforcement

Associate of Arts-Criminal Justice via South Plains College Bachelor of Arts in General Students via West Texas A&M University Bachelor of Arts/Science in Criminal Justice via West Texas A&M University

Business Management

General Business Certificate via South Plains College Associate of Applied Science-General Business via South Plains College Industry-Based Certification: Microsoft Office Specialist Word, Excel

Renewable Energy (IMET)

Industrial Manufacturing/Emerging Technology (IMET)-IHE Level I Certification via South Plains College

Healthcare

Prerequisites for Associate in Nursing via South Plains College Industry-Based Certification: CNA

Early College

FCHS P-TECH provides students the opportunity to take college courses while still in high school and earn credits toward an associate degree, at no cost to families. Students begin taking college classes in the 9th grade, and continue working toward an associate degree and/or certification in their chosen pathway throughout high school and/or within 2 years after high school.

FCHS P-TECH is a program that supports students who want a career in teaching, law enforcement, business, Industrial Manufacturing and Emerging Technologies (IMET), and healthcare. P-TECH programs across the nation promote social and economic mobility by restructuring the educational experience for students who are traditionally underrepresented in higher education.

Partnerships

FCHS P-TECH is supported by Floydada Collegiate ISD in partnership with Collegiate Edu-Nation (CEN), South Plains College, West Texas A&M University, Texas Tech University, Floydada Economic Development Corporation, and various other industry partners. All partners collaboratively worked together to create a pathway and specialized degree plan for students that supports regional workforce needs. Students that complete the program will enter the workforce with credentials and a degree that has prepared them to be work-ready.

Recruitment and Acceptance

Each year student recruitment begins in the Spring with visits to the middle school campus. All interested 8th graders are encouraged to apply during the registration window in the spring. Acceptance into the Floydada Collegiate P-TECH program is open, but an application and commitment is required for consideration. P-TECH programs promote economic mobility by providing an educational experience for students who are traditionally underrepresented in higher education. Students from other grades are eligible upon consultation with the academic advisor that results in a viable graduation plan aligned to an offered pathway.

EXPECTATIONS.

and discipline. Students cannot learn in a college environment without acquiring self-discipline, recognizing the consequences of procrastination and acknowledging when help is needed. Many hours of assistance are available and expectations are that students utilize that assistance.

Attendance

FCHS P-TECH teaches the skills that are needed to be successful in college. Attendance is very important in any learning environment, but most importantly in a college class. If you miss one day of a college class, you are missing more than one day of instruction. All classes are significant; however, it is imperative that you are in attendance for the FCHS P-TETCH class periods.

FCHS P-TECH will follow the FCISD guidelines for make-up work for FCISD classes. However, your work in the college classes is expected to be turned in on time as required by the college syllabus regardless of the absence.

CHARACTER

You represent Floydada Collegiate I.S.D. and all partners. Your character is expected to be above reproach. Any violation of the Student Code of Conduct published by Floydada Independent School District will not be tolerated and can have consequences that directly affect student participation in Floydada Collegiate P-TECH.

CHEATING

College faculty have the right to remove a student from class for cheating and assign academic consequences for the semester. Consequences for cheating at the college level can include, but are not limited to, the student receiving an F for the course. South Plains College, West Texas A&M University, Texas Tech University policy for cheating can be located in the respective course syllabi and college handbooks.

ACADEMICS

Academics are very important as a student of FCHS P-TECH. You are expected to turn in all assignments on time, fully completed, and at the level of expectations for college students. This applies to all classes taken at Floydada Collegiate High School P-TECH, South Plains College, West Texas A&M University, and Texas Tech University.

DISCIPLINE

Discipline affects your participation. Students cannot be in attendance for FCHS P-TECH classes if he/she is in ISS or DAEP. If a student has discipline consequences that affect program, course, or work-based learning participation, then continued participation in the program could be in jeopardy. Students are expected to adhere to the FCISD Student Code of Conduct while enrolled in the Floydada Collegiate High School P-TECH program.

DAEP PLACEMENT

Students may lose college credit in enrolled courses if placed in DAEP. Students must contact the college professors and/or course facilitators to inform them of the placement and make arrangements to complete coursework if available. If a student has a loss of college credit due to DAEP placement, the student will be expected to retake the course. Multiple placements in ISS

or DAEP could result in removal from Floydada Collegiate P-TECH.

INAPPROPRIATE USE OF TECHNOLOGY

Students in FCHS P-TECH are required to use the latest technology to facilitate accelerated learning with multiple learning environments. Technology is a necessity for the success of the student in the program. Students will follow the FCISD technology acceptable use policy. If a student has disciplinary actions that require removal of any distributed technology, disciplinary consequences may be assigned, and enrollment in FCHS P-TECH may be affected.

ACADEMICS_

The success of the FCHS P-TECH students is our number one priority. Steps will be taken to assist those students who may not be performing satisfactorily. The following academic supports will be in place for the school year:

- Students will be assigned a class period for dual credit courses. This allows dedicated time each day to attend to coursework.
- A designated tutorial period is embedded in the school day, and available before and after school for students struggling in any course.
- FCHS P-TECH facilitators will conduct grade reviews once a week to assist students with acquiring good study habits, maintaining class assignments and becoming successful college students.
- Weekly grades are available via Parent Portal. Parent Portal access can be set up by contacting the campus PEIMS Clerk.
- Students and parents can access all dual credit grades via BlackBoard at any time.

Texas Success Initiative (TSIA 2.0) Assessment *What is the TSIA 2.0 Assessment?*

The Texas Success Initiative Assessment (TSIA2) is an examination designed to help institutions of higher learning determine if you are ready for college-level coursework in the general areas of reading, writing and mathematics. This program also will help determine what type of course or intervention will best meet your needs to help you become better prepared for college-level coursework if you are not ready.

If you are an incoming college student in Texas, you are required to take the TSIA2 to determine your readiness for college-level work. Within the Dual Credit program, students must meet the minimum required score(s) (see below for qualifying scores) in the areas of English Language Arts (ELAR), and/or Math.

How does the TSIA2 work?

Students will need to take the TSI Assessment in the area(s) relevant to the Dual Credit course you wish to take. Within the test and where necessary, you may be given an additional diagnostic test in a particular subject. This test is designed to provide more detailed information regarding your academic strengths and weaknesses. These assessments include multiple-choice questions that are aligned to the Texas College and Career Readiness Standards. For the ELAR assessment, it is likely that you will be asked to write an essay.

The assessments are computer adaptive, which means that questions increase or decrease in difficulty level depending on how you respond. The assessments are untimed; however, it is important to allow yourself enough time to complete each test to the best of your ability because the results are a key factor in determining the course or courses in which you can enroll. When you complete the assessment, you immediately receive information on your score and your skill or proficiency levels.

What are the qualifying "cut" scores for Dual Credit enrollment?

"Cut scores" or, College Readiness Classification (CRC) scores, are the minimum qualifying scores required to enroll in a college level course relevant to that subject area. Students must meet the following scores to be considered College Ready:

Math: 950 or higher

ELAR: 945 or higher and Essay score of 5 or higher

How can students study for the TSI Assessment?

Students can also utilize CollegeBoard's FREE Web Based Study App available at

https://accuplacerpractice.collegeboard.org/login

https://accuplacer.collegeboard.org/students/prepare-for-accuplacer/practice

What happens if a student does not meet the minimum cut score requirement on their initial test? Can they retest? How often / how many times?

If a student does not meet the minimum required score for the area(s) of Reading, Writing, or Math, that student cannot enroll in the corresponding dual credit course until they have met that requirement. Students may choose to retest if needed. Contact the high school counselor for information on testing dates.

There is no limit to the number of times a student can retest, however, students will not be allowed to retest for a section on the same day of their initial test. It is <u>strongly recommended</u> that students take sufficient time to study prior to retesting. Students will not improve their score without visiting relevant study material.

Policy for Dropping a Class

Students are expected to attend and complete each college class; however, there are times when extenuating circumstances might make this impossible. Students will need to consult with the academic advisor to determine the best action to take and maintain eligibility in regular and P-TECH programs. Students and parents are encouraged to consult the GPA policy (EIC Local) and the P-TECH Dual Credit Guidelines in order to make the most informed decisions.

Retake/Make-up Test Policy

FCHS P-TECH follows the same retake/make-up test policy as FCISD for regular courses; however, all dual credit or college courses must follow the respective course syllabi for retakes and make-up assignments and tests. Please note that some professors/courses will not allow for retakes or make-up assignments and tests. It is the student's responsibility to be aware of the course requirements in regards to make-up work or test retakes and abide by those requirements for the specific course.

College Textbooks and Materials

FCHS P-TECH will provide all college textbooks for students. Your professors will let you know what books should be brought to class. You are expected to check out and return your textbooks at certain times before and after each semester. Failing to return books will require a hold to be placed on your account and registration until payment is received or the book is returned.

College GPA

The grade point average (GPA) is an ongoing measure of student performance in college courses. It is calculated at the completion of each semester. Points are awarded as such:

Grade Point Value

A	4 points (excellent)
В	3 points (good)
C	2 points (average)
D	1 point (passing for college credit, but award of credit can be
	limited for certain programs and transfer)
F	0 points (failure)

^{*}Should the student make less than a "C" in the course, drop the course, or withdraw from the course prior to completing it, the intervention process is as follows:

The student will be placed on academic probation for a semester. If the situation is repeated for any course during that semester, the student will not be allowed to take any courses for one semester or until academic advising and the campus principal approve re-enrollment.

High School GPA

For entering 9th 2021-2022 and beyond, dual credit courses are designated as advanced courses. Weight is applied at the semester.

For specifics on High School Rank and GPA for all student cohorts, please refer to <u>FCISD Board Policy</u> (EIC Local) and the current year <u>FCISD and FCHS Handbook</u> for updates and course exclusions.

COLLEGE EXPERIENCE

First Day of Class

On the first day of the semester, you should have all resources needed to remain organized for your college classes (calendar, notebook, laptop, etc.) The majority of the first class is devoted to reviewing the syllabus. Take notes, ask questions, make special notes of due dates, office hours, and the professor's email address.

Reading a Syllabus

In every college class you take, the instructor will provide you with a syllabus. A syllabus is a

written overview of the course, and generally includes information about how the class will be graded, expectations for work and behavior, contact information for the instructor, guidelines for attendance and participation, and most importantly, an outline of assignments. In college classes, professors expect you to follow the syllabus on your own and keep up with assignments. Most of the time, you will not be reminded of due dates. In general, you should review your syllabus for each course once per week and plan your assignments accordingly.

Communicating with Professors

Should you need to miss class for any reason, you are expected to communicate with your professor as soon as possible in a professional email. An example of this is below:

Dear Professor Smith,

Unfortunately, I will not be able to attend your 9:30am GOVT 2305 class this morning as I have the flu. I will get the missed work and assignments from one of my fellow classmates.

Attached is the homework that is due today. I am sorry to miss class, and please let me know if there is any other important information that I missed,

Thank you,

If you have questions about your grades/progress in the course, you are expected to arrive early, stay late, or make an appointment with your professor. You should communicate with your professors more formally than you would your high school teachers.

If an emergency situation arises and you may need an extension on an assignment, you are expected to request this in writing, in a professional manner, in advance. Understand not all requests may be honored.

Midterms and Finals

Midterm and final exam dates are often provided in the syllabus. If they are not specified, ask about the due dates, make note of them in your calendar, and plan accordingly. In general, the midterm and final will make up a large percentage of your final grade, and it is important that you are clear on the expectations, study diligently outside of class, and ask for opportunities for extra support outside of class time.

Guidance and Advising

Academic advising and guidance begin when you are accepted into the P-TECH program. The College & Career Academic Advisor will collaborate with you to help you achieve academic and personal success. Your College & Career Advisor can help you:

- Plan your class schedule
- Learn about transferring to a 4-year university
- Explore career options and resources for work-based learning

Consult your FCHS P-TECH Academic Advisor every step of the way!

Requesting Transcripts

There are two kinds of college transcripts, official and unofficial copies. When you apply for

some internships and for transfer to other college programs, offices will request official copies of your transcript. You will need to request official transcripts through South Plains College, West Texas A&M University, and/or Texas Tech University as needed. Your College & Career Academic Advisor can assist you in college transcript request directions.

To request a high school transcript, see the registrar in the high school front office.

Transportation

FCISD Will provide for student transportation for field trips or other work-based learning experiences in accordance with state law and district policy; however, transportation for individual work-based learning and/or internships will be arranged with students and families as needed and allowable.

Experiences

Every effort will be made to enable the students to visit a college each semester. FCHS P-TECH will provide transportation and any fees for college trips. Cultural Experiences (such as museum trips, theater productions, etc.) are an important part of the learning experience.

Meetings and Student Organizations

Student organization involvement is voluntary for students and can often be beneficial to admission to colleges/universities.

Transfer of Credit to Universities

South Plains College has established relationships with regional universities (West Texas A&M University, Texas Tech University, Lubbock Christian University, Wayland Baptist University, and Eastern New Mexico University) that enable its students to transfer up to 60 hours of credit or more towards a baccalaureate degree, depending upon the program and students' specific area of interest.

Schedule (Academic Plan or Crosswalk)

Students will have both a high school graduation plan and a college degree plan in alignment with designated P-TECH Crosswalks.. Each semester the FCHS P-TECH Academic Advisor will update the students' transcripts. Students should maintain their own personal degree plan, GPA and rank in class on a semester basis.

Floydada Collegiate High School P-TECH Crosswalks

An articulated four-year plan (grades 9-12) will be developed that provides a seamless transition from grade level to grade level. Curriculum will represent advanced level coursework. Within this framework, students will be able to earn a minimum of a foundational high school diploma with an endorsement within a four year time frame and 60 or more credit hours towards an associate's degree, technical certification, and/or baccalaureate degree or an associate's degree dependent upon the student's TSI scores.

CAREER EXPERIENCE

Work-based Learning

All students participate in a work-based learning sequence that includes guest speakers, industry mentoring, hands-on activities, and field trips. There are a variety of other work-based learning and industry related programs that take place during school, after school, and on weekends. Some are open to all students while others have limited availability.

Industry Mentoring

Our partners will come to FCHS P-TECH to meet with our students throughout the year. Topics cover career exploration and soft skill acquisition, such as learning industry terminology, how to interview, navigating difficult situations at work, working on a team, safety in the workplace, etc.

Job Shadowing

There will be various opportunities for students to participate in job shadowing, one-time or series of visits to different work sites, to observe people in everyday work environments and situations.

Networking Opportunities

Our industry partners will provide opportunities throughout the year for students at every grade level to connect with professionals and potential employers. Students will create resumes, prepare questions to ask, practice making conversation and maintaining eye contact, and will get feedback on resumes so they are ready to connect with professionals.

Letter of Recommendation

Students will need to request that faculty, staff, work supervisors, and other community members write letters of recommendation or serve as their references throughout and after their high school experience. When students apply for jobs, internships, and for various college programs, they will need to gather letters of recommendation, mostly from teachers, counselors, and people who have supervised them in work settings.

Requesting a Letter of Recommendation

Contact the person you are requesting a letter of recommendation from directly and try to give 2 weeks notice before you need it.

Administrators, teachers, community members, former employers, and clergy, are all good resources to request letters of recommendation from depending on what you need the recommendation for.

Key information to include in your request for a recommendation:

- To whom does the letter of recommendation need to be addressed?
- What is the letter of recommendation needed for (job/position, scholarship, club/sorority/fraternity, etc.)?
- When do you need the letter of recommendation?

Attachment 1

FLOYDADA COLLEGIATE High School P-TECH Expectations

The purpose for the Floydada Collegiate High School P-TECH (FCHS P-TECH) will be for students to achieve success in the following: dual credit courses, distinguished achievement endorsement graduation plans, and graduate with an associate of arts degree and/or industry-based certification by high school graduation or within 2 years of graduation. For certain pathways, students will also have the opportunity to complete a bachelor degree within 2 years of high school graduation.

The FCHS P-TECH school goal is to provide every opportunity for students to graduate with an associate degree by the end of their fourth year of high school. Although some students may not qualify to take dual credit courses prior to the beginning of their freshman year, there will be ample opportunities for students to take summer courses 9th-12th grade in order to complete a 60 hour associate degree plan.

FCHS P-TECH will be an open-enrollment program. An application is required for academic guidance and commitment purposes.

Student Commitments

- submit a FCHS P-TECH Application
- develop a 4-6 year graduation plan with FCHS P-TECH advisor outlining program of study, high school and dual credit required courses, certification, and college/career goals
- meet the TSIA2 requirements for dual credit
- participate in tutoring sessions for TSIA2 retest, if needed
- maintain a minimum of 70% (2.0 GPA) in each high school course or dual credit course
- maintain a 96% or better rate of attendance in accordance with FCISD standards
- complete all work assigned by instructors by established due dates
- attend tutorials, summer school courses, boot camps, as needed and/or required
- keep satisfactory conduct in accordance with Floydada Collegiate Student Code of conduct

Parent Commitments

- attend parent meetings and/or dual credit meetings
- agree to the FCISD P-TECH Dual Credit Guidelines
- support and encourage daily attendance and attendance for tutoring, supplemental support, WBL opportunities, Summer Bridge, and summer courses, as needed
- prioritize time and space for your child to complete schoolwork at home as needed
- review progress and grade reports with your child
- maintain accurate records and contact information with FCHS P-TECH

Contact the following with questions or for more information:

Floydada Collegiate P-TECH https://www.floydadaisd.esc17.net

Pam Ricketts, Academic Advisor pricketts@floydadaisd.esc17.net 806-983-3498 x 220

Rhoda Morales, P-TECH YR 13-14 Advisor rmorales@floydadaisd.esc17.net 806-983-3498 x 246

Shauna Lane, Dean of Academics slane@floydadaisd.esc17.net 806-983-3498 x 103

Attachment 2 Floydada Collegiate High School P-TECH Dual Credit Guidelines

Floydada Collegiate High School P-TECH has adopted the following guidelines for dual credit/college credit courses:

- The district will ensure the student incurs no cost for course/credit hours/books required to complete the chosen pathway degree/credential while the student is in the FCHS P-TECH program.
- Course grade must be a minimum of a "C" to earn high school credit.
 - An official transcript or grade report will be required from the college to verify credit.
- Should the student make less than a "C" in the course, drop the course, or withdraw from the course prior to completing it, the intervention process is as follows:
 - o The student will be placed on academic probation for a semester.
 - o During academic probation, the student will commit to tutoring, night school, instructor and mentor support as needed.
 - \circ If the situation is repeated for any course during that semester, the student will not be allowed to take any courses for one semester.
 - o Approval to re-engage in the P-TECH program will be evaluated and determined by the Academic Advisor, campus principal, and other district personnel (Dean of Academics and/or Superintendent or designee).
- Students enrolled in dual credit/college credit courses must provide the course facilitator with a weekly grade report for each course.
- Academic integrity for each course will be outlined, determined, and enforced by the professor of the course.

Eligibility and Dual Credit GPA

 Dual Credit courses are designated as advanced courses and weighted for GPA calculation. (See EIC (Local) and FCHS Campus Handbook for details and exclusions for GPA calculation.)

The following dual credit courses are EXEMPT from UIL 6 weeks eligibility:

- Dual Credit courses in ELA, Math, Science, Social Studies, and Foreign Language.
- College courses taken for college credit ONLY in ANY subject.

Current FCISD policy does not restrict dual credit eligibility exemption beyond UIL allowances. Based on TEA, UIL, and FCISD Local Policy, the only dual credit courses that fall under eligibility are dual credit courses taken for both high school graduation credit AND college credit that do not fall within the ELA, Math, Science, and Foreign Language subject areas. TEA and UIL Side-by-Side

Student Signature	Date
Parent Signature	Date

Floydada Collegiate High School P-TECH Student Application

STUDENT INFORMATION

Student Name		Grade	
Student ID #	Date of Birth	Gender Male Fen	nale
Current Mailing Address			
Home Phone Number			
PARENT/GUARDIAN INFORMATION	ON		
Mother's/Guardian's Name		Preferred Phone	
Address □ Check here if same as student's	5	Alternate Phone	
City, State, Zip Code			
E-Mail Address			
Father's/Guardian's Name		Preferred Phone	
Address Check here if same as student's	5	Alternate Phone	
City, State, Zip Code			
E-Mail Address			

Student Response Questions (students can use their Xello Interest Inventory to help complete)

The questionnaire must be answered by the scholar and is necessary for the application to be considered complete. The questions are not used to screen for admission to FCHS PTECH. The responses will be reviewed by FCHS PTECH teachers and staff as a way to get to know the scholar. Please make sure to answer in complete sentences and print legibly.

Please place an X in the box before the Program of Study you are MOST interested in following. Please be sure to review crosswalks before selecting.

Program of Study
Education and Training Teaching and Training • Associate of Arts Teaching • Educational Aide 1 • Teacher Certification via Tech Teach 2+2 Program
Law and Public Service Law Enforcement • Associate of Arts in Criminal Justice • Bachelor of Arts/Science in Criminal Justice
Business, Marketing and Finance Business Management • General Business Certificate • Microsoft Office Expert Certification-Word, Excel • Associate of Applied Science, Business Management
Science, Technology, Engineering, and Mathematics (STEM) Renewable Energy Basic Industrial Manufacturing/Emerging Technologies (IMET) Certificate
Health Science Healthcare Therapeutic • Prerequisites for Associate Degree in Nursing • Certified Nurse's Assistant Certification (CNA)

Parent/Guardian – Belief Statements

Please read each statement below and initial each statement to signify your understanding of the

belief. Please initial each.

	Belief 1 – I understand my child is applying for a career pathway program. I understand my child will have courses in the career pathway fields. I can expect my child to have homework on a regular basis.
	Belief 2 – I will ensure my child arrives at school on time and remains until dismissal from school, on a daily basis.
	Belief 3 – I will ensure my child attends mandatory tutoring when required by teachers and/ or administrators.
	Belief 4 – I will participate in the education of my child and attend parent conferences when requested.
	Belief 5 – I will communicate with the school any problems that could affect my child's performance or behavior.
	Belief 6 – I will support the school and district code of conduct by ensuring that my child follows district policies. I will also ensure that my child comes prepared with school materials daily (binder, paper, pens, pencils, backpack, etc.)
	Belief 7 – I understand that my child will have the opportunity to apply to attend a Bridge Camp in the summer that will help them succeed in their college or career pathway.
Parent S	Signature: Date:
	on Verification each verification statement below and sign to signify your understanding and agreement.
	1 – I certify that the information provided is complete and understand that the submission of false information is ground the application and/or withdrawal of admission.
	2 – I grant and authorize FCISD employees to verify, access, and utilize academic information such as attendance rate, assessment data.
Verification 3 and social pe	3 – I grant the administrators, professionals, and/or office staff to obtain necessary information as it relates to academic erformance.
students, and	4 – I understand that the school and college expect a high standard of conduct and academic performance for its d when accepted for admission to the school, my child and I will abide by all rules and regulations set forth by both the participating organizations.
Student Signa	nature: Date:
Parent Signat	ture: Date: