

## **Obridge Academy**

### **Academic Integrity Letter of Agreement**

This document serves as a letter of agreement between the Obridge Academy, the student, and the student's parent regarding participation in the Obridge Virtual Instruction Program (AVIP) Program for course credits.

As a student participating in this e-learning opportunity, I understand and agree to the following:

- I understand it is my responsibility to continue working in my online course. If I do not have computer/internet access at home or it has been interrupted, it is the responsibility of either my parents or me to gain access at the public library or other site.
- I understand that there is a minimum number of hours that must be completed each week. Repeated failure to obtain the minimum number of hours on a weekly basis will result in my removal from the course and may result in a failing grade being assigned to my academic transcript. If I drop the course after four weeks without finishing or fail to take the final exam, Obridge Academy will issue a failing grade for my final grade.
- I understand that I am expected to log into my online course at least 15-20 hours a week, spread throughout the week, unless otherwise indicated by the instructor and that coursework is to be completed by assigned deadlines. If work is going to be late, it is my responsibility to contact the instructor.
- I understand that I may be dropped from the program if no evidence of coursework or teacher contact is made within the first seven (7) class days.
- I understand that if I am working on my courses, I am required to conform to the expectations for students found in the student handbook.
- I understand that if I withdraw from a course after the 18th class day unless there are extenuating circumstances or I am dropped from a course for lack of participation, I may be denied the opportunity to register for an online course in the program. I will only be permitted to repeat a course that I withdraw or am dropped from if I pay the full course cost.
- I understand that I may drop a course by the 18th day by notifying the Onsite Academic Director and understand that there are no refunds.
- I will complete the entire orientation prior to beginning my online coursework.
- I will observe the rules of Netiquette and understand that certain standards are expected of me. Inappropriate use of the Internet and inappropriate language or messages will not be tolerated. I understand that the e-mail account and all communications that I am issued is monitored. After the third offense, I will be removed from the course with no refund of any fees.
- I will read the syllabus prior to taking the course and note the course objectives, policies, assessments, and due dates. It is my responsibility to find out the name of the teacher in order to ask questions about the operation of the course and/or any other questions I may have.
- If working independently, I will organize and plan my time to meet all coursework, assignments and expectations and begin the course work within seven (7) days.

I have read, understand, and agree to comply with the Obridge Academy Programs, Letter of Agreement and Academic Integrity.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_