

Member School Districts:
Albany, Melrose,
Paynesville and Sauk Centre



WEST CENTRAL EDUCATION DISTRICT

Program Oversight:
Early Intervention,
Beacon and ALC

Admission Application & Continual Learning Plan for Credit Recovery (Night School and Summer School)

Name (first, last): _____ DOB: _____ Grade: _____

Student Cell Phone Number: _____

Parent Name: _____ Phone # _____

Parent Name: _____ Phone # _____

Address: _____

Home District: _____ MARSS Number _____

Referred By: _____ Date Referred: _____

Ethnicity:

white Hispanic/Latino
 American Indian/Alaska Native Black/African American
 Native Hawaiian/Pacific Islander Asian

Reason for Referral (check all that apply)

failing classes chemical dependent concerns
 hands on learning style overly aggressive, fighting, etc
 low motivating, low grades overwhelmed by large class sizes
 absenteeism/truancy excluded or expelled per MS 127.26/127.39
 appears isolated from others family issues
 homeless within last 6 mo physically or sexually abused
 pregnant or parent speaks English as Second Language
 mental health concerns perpetual victim of other students
 2 or more grade levels below on achievement
 at least one year behind in satisfactorily completing coursework
 referred by school district for enrollment at WCED ALC
 other, specify _____

Student has the following Academic Credit Needs:

Name of Course/Subject: _____ Credit: _____

Name of Course/Subject: _____ Credit: _____

Name of Course/Subject: _____ Credit: _____

Name of Course/Subject: _____ Credit: _____

Student is currently receiving the following services:

Special Education: Disability Category: _____ (send Modifications/Accommodations)

ESL: English as a Second Language

Other, specify: _____

What are the expectations and goals the referring district, or the student have for enrolling in Credit Recovery at the WCED ALC? Include academic and behavior concerns:

- 1.
- 2.
- 3.

Night School: The expectations of the WCED ALC for the student/family include:

1. Students will attend for the duration of night school; arriving by 3:30PM and leaving at 7:00 PM.
2. To earn credit, students will engage in independent work (paper/pencil or online). 30 hours of completing quality work is required to earn/make up 1 quarter of a class which is 10 nights of night school. (120 hours is required to earn credit for a full year course; attending 40 nights of night school). Students will participate and produce quality work throughout the duration of class. If a student is not producing quality work, they will not earn the time and will need to make it up in attending additional nights of class.
3. Students are asked to supply their own earbuds for online learning.
4. If students are going to be absent from class, parent/guardian needs to call school prior to night school starting.
5. If students are absent from the school day due to illness, students will be excused from night school. A parent phone call is still required.

Summer School: The expectations of the WCED ALC for the student/family include:

1. Students will attend on a daily basis; arriving by 8:00 AM and leaving at 2:30PM. Lunch is on campus.
2. To earn credit, students will engage in independent work (paper/pencil or online). 30 hours of completing quality work is required to earn/make up 1 quarter of a class. (120 hours is required to earn credit for a full year course). Students will participate and produce quality work throughout the duration of class. If a student is not producing quality work, they will not earn the credit toward that class.
3. Students are asked to supply their own earbuds for online learning.
4. If students are going to be absent from class, parent/guardian needs to call school prior to school starting.
5. Two or more absences, poor work quality, not following school expectations will put the student at risk of losing their spot at summer school.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

School District Rep Signature: _____ Date: _____

Our mission is to maximize every student's educational experience by providing high quality services to students, families, and member districts.

WCED 903 State Road, Sauk Centre, MN 56378 * 320-352-2284 x4100 * wced6026.org * 320-352-3404 (fax)
Area Learning Center 9 West 2nd St S Melrose, MN 56352 * 320-256-7836 * 320-256-7812 (fax)