

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:

- |   |   |
|---|---|
| <input type="checkbox"/> white                            | <input type="checkbox"/> Hispanic/Latino        |
| <input type="checkbox"/> American Indian/Alaska Native    | <input type="checkbox"/> Black/African American |
| <input type="checkbox"/> Native Hawaiian/Pacific Islander | <input type="checkbox"/> Asian                  |

Reason for Referral (check all that apply)

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

Student has the following Academic Credit Needs:

Name of Course/Subject: \_\_\_\_\_ Credit: \_\_\_\_\_

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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 4:00 PM 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 ear buds 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 ear buds 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.*

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