

Sanderson High School Career Academy

Memorandum of Understanding

If selected as a member of the Academy program, I understand that:

1. I am making a commitment to the full four (4) years of the program that includes the courses outlined in the curriculum sequence.
2. Regular updates may be sent home via email to both the Academy member and parent/guardian. It is necessary for me to have a valid email address on file.
3. I must report to Academy activities and job shadowing opportunities dressed appropriately in business attire and/or our specified Academy uniform.
4. After graduation I will be expected to fill out a yearly information sheet, keeping the Academy Coordinator updated of my progress.
5. I must maintain academic excellence while enrolled in the Academy. This includes striving to maintain a cumulative GPA (weighted) of a 2.5 at the end of each academic year. Dismissal from the program may result if my GPA falls below this standard. (A performance improvement plan will be completed before being removed)
6. All academy students must complete academy requirements (i.e. course selections, job shadowing, internships, field experiences, academy nights, college course, fundraisers etc.) to graduate from the career academy.
7. Automatic dismissal from the program will result from continuing disciplinary problems with any teacher or after a suspension from school.
8. Participation and/or support of scheduled academy meeting/activities is expected of all members. My participation will be documented in the work-based learning portfolio that will be maintained throughout my Academy experience.
9. A \$25 yearly fee is mandatory each year. Financial assistance is available for need based students.
10. If I have any questions or problems regarding any aspect of the Academy program, I can contact the Academy Coordinator, Mrs. Angie Melton, at 919-881-4800 or amelton2@wcpss.net.

I understand that being accepted into this program, I am committing myself to be an Academy participant during my entire high school career. It is also understood that it is the goal of the Academy Coordinator to help me complete this program successfully.

Student Signature/ Date

Parent Signature/ Date

