



# REGISTRATION INSTRUCTIONS

## Lakeview High School On-Campus (HOC) Classes

### 2020-2021

Welcome to Lakeview High School On-Campus. Our courses are open to all area home school students in accordance with our policies. Students do not have to be members of Lakeview Baptist Church or part of the LCS covering to enroll. Please review all information on our website <https://LakeviewOnCampus.net/HOC> before registering.

#### **Please complete the following steps for registration.**

Note: Students are not enrolled in classes until all forms and payments are correctly submitted. Registration will be recorded by the date ALL completed forms and payments are received. Failure to initially complete a form may result in higher registration fees.

#### **1. Print and Complete the following forms:** (Available at <https://LakeviewOnCampus.net/HOC>)

- a. HOC Registration Form
- b. HOC Parental Agreement Form – two pages (*One per family*).
- c. LBC Ministry Activity Participant Form (*Requires notarization*)

#### **2. Pay the following:**

- a. Registration fee (*One per family*)
- b. Lab fees, if applicable
- c. Tuition to individual instructors

#### **3. Submit Registration Packet**

#### **Registration Fee**

- \$25 when paid by June 30 (*Must pay full tuition/fees for both semesters to receive registration discount*)
- \$50 when paid on or after July 1
- Make non-refundable check payable to Lakeview Baptist Church/HOC. (*One per family*)
- Note: Registration fee may be combined with lab fees in one check.

#### **Lab Fees**

- Make non-refundable check payable to Lakeview Baptist Church/HOC.
- Note: Lab fees may be combined with registration fee in one check.

#### **Tuition**

- Make non-refundable check(s) payable to each instructor. If instructor's name is not listed, contact Kristin Vordenbaum, HOC Coordinator, at [HOC@LakeviewOnCampus.net](mailto:HOC@LakeviewOnCampus.net)
- Tuition may be paid in two installments with Fall tuition due by August 1 and Spring tuition due by December 1. If you choose this payment method, an additional \$25 registration fee will be due by December 1.

#### **Registration Packet Submission**

- Submit all forms and checks to:  
Lakeview Christian School, Attn: HOC Coordinator, 1600 E. Glenn Avenue, Auburn, AL 36830
- Forms may be submitted by mail or in person at the Lakeview Baptist Church office

#### **Textbooks**

- Each student is responsible for obtaining all required textbooks and resources.



# REGISTRATION FORM

## Lakeview High School On-Campus (HOC) Classes

### 2020-2021

Complete all fields or indicate N/A. Please do not leave blanks.

**Student Information:**

Preferred Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Sex: M \_\_\_ F \_\_\_ Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_ Grade Entering Fall 2020: \_\_\_\_\_

Student Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Parent Information:**

<p><b>Mother</b> Name: _____</p> <p>Phone: _____</p> <p>Email: _____</p>	<p><b>Father</b> Name: _____</p> <p>Phone: _____</p> <p>Email: _____</p>
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**Homeschool Covering Information:**

Covering Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Administrator: \_\_\_\_\_ Phone: \_\_\_\_\_

Place a checkmark (✓) in the first column of each course for which this student is registering.

✓	Course	Instructor	Cost	Lab Fee	Semester	Credit
<b>English</b>						
	Advanced Composition with Research Writing	D. Stabler	\$ 340	\$ 0	Both	1.0
	Essay Writing	K. Lynch	\$ 340	\$ 0	Both	1.0
<b>Math</b>						
	Algebra 1	K. Vordenbaum	\$ 510	\$ 0	Both	1.0
	Geometry	J. Kuykendall	\$ 510	\$ 0	Both	1.0
<b>Science</b>						
	Biology	A. Medeiros	\$ 400	\$ 35	Both	1.0
	Chemistry	D. Reeves	\$ 400	\$ 35	Both	1.0
	Physical Science	K. Vordenbaum	\$ 340	\$ 35	Both	1.0
<b>Social Science / Electives</b>						
	World History	J. Denison	\$ 340	\$ 0	Both	1.0
	Spanish 1	M. Jones	\$ 340	\$ 0	Both	1.0
	Speech	R. Miller	\$ 170	\$ 0	Spring	0.5
	Worldview: Making Sense of Reality	A. Wine	\$ 170	\$ 0	Fall	0.5
	TeenPact	TeenPact Alumni	\$ 0	\$ 0	Spring	0.0
	Yearbook	A. Ingram / H. Cyr	\$ 0	\$ 0	Spring	0.0

\_\_\_ Check and explain on back if you have information you would like instructors to know about your child. (Optional)



# ENROLLMENT INFORMATION

## Lakeview High School On-Campus (HOC) Classes

### 2020-2021

#### **Mission**

Our mission is to partner with and assist you as you home school your high school students by facilitating needed courses. We accomplish this mission by providing instructors who create lesson plans, assign homework, plan in-class activities, provide instruction during class hours each week, and test and evaluate student work to provide a grade. Students are assigned the equivalent of a week's homework to complete, and parents must ensure that students complete the given assignments.

#### **Mandatory Orientation Meeting**

The mandatory orientation meeting is scheduled for Tuesday, July 28 from 1:00 p.m. to 3:00 p.m. at Lakeview Baptist Church in rooms N108-109. Each instructor will distribute a class syllabus and provide a course overview. In addition, HOC's policies will be explained. Because of the importance of this information to your student's HOC classroom success, one parent is required to attend. Anyone unable to attend must contact Kristin Vordenbaum, HOC Coordinator, at [HOC@LakeviewOnCampus.net](mailto:HOC@LakeviewOnCampus.net).

#### **Important Dates**

- Mandatory Orientation Meeting: Tuesday, July 28, 2020
- Fall Semester: Classes begin August 10, 2020 and end December 3, 2020
- Spring Semester: Classes begin January 4, 2021 and end May 3, 2021

#### **Tuition**

Tuition is based on the number of weekly class hours per semester (16 weeks) or academic year (32 weeks). Registration is a commitment to HOC, the instructor, and the other students for the entire academic term. Tuition is **non-refundable**.

#### **Academic Credits**

Students earn Carnegie credits required for high school graduation through successful completion of courses. In the Carnegie system, 120 hours of coursework (including instruction and labs) is required in order to earn 1 credit. Depending on the number of hours a class meets per week, HOC students receive 64-96 hours of classroom instruction. To fulfill credit and course requirements, students are given assignments to complete at home. Parents are responsible for supervising the student's completion of out-of-class, self-instructed work assigned by the instructor. **The parent is still the student's primary teacher.**

Course credit will be issued upon successful completion of the course term. No partial credit will be awarded. Final grade and credit will be sent to the student's parents and cover school administrator.

#### **Placement Test**

Students will be required to take a placement test to help us gauge a student's readiness for specific math and science classes. Placement tests for Algebra 1, Geometry, Algebra 2, and Chemistry courses will be given annually in May or June. Details will be emailed to those who have registered for these courses.

#### **No Refund Policy**

Why is a non-refundable policy necessary? Our classes are based on a co-op model. Parents share their specific course needs, and we contract with instructors to teach them. When registering, you contract with HOC, the instructors, and the other parents to participate in the class. Refunding tuition in cases of voluntary withdrawal weakens course quality, undermines our ability to recruit and retain instructors, and can result in class cancellations.

Exceptions to this policy are made **only** in cases of hardship or extenuating circumstances beyond a family's control. In this situation, please contact Kristin Vordenbaum, HOC Coordinator, at [HOC@LakeviewOnCampus.net](mailto:HOC@LakeviewOnCampus.net).