

Enrollment Agreement

Part I: Parent/Legal Guardian Responsibilities:

1. Request and verify withdrawal of student(s) from any previous school after completing the student's PRS enrollment.
2. Keep all account information up to date, maintain their subscription to the "Important Notices & Reminders" email list, and read all account-related emails sent by Poudre River School.
3. Take full responsibility for the education of their student(s).
4. Provide curricula, classes, or other programs as needed to ensure that each student receives a sequential program of instruction including, but not limited to:
 - communication skills of reading, writing, & speaking
 - mathematics
 - history
 - civics
 - literature
 - science
 - United States Constitution (7th grade and up)
5. Provide at least 172 days of instruction to student(s) each school year (inclusive of any days accumulated prior to enrolling with PRS).
6. Report semester grades or a written summary for each enrolled student twice per year, no later than January 15th and June 15th for fall and spring semester, respectively.
7. Ensure that high school student(s) are on track to complete all requirements for graduation.
8. Ensure that student(s) use the required eye protection during the activities listed in the state health & safety requirements.

Part II: Enrollment Policies & Procedures:

1. Enrollment is complete for each child when planned attendance has been submitted for that child.
2. Families must enroll each school year.
3. Tuition and fees are nonrefundable.
4. Tuition is based on the PRS school year of July 1st– June 30th and is not prorated if enrolling mid-year.
5. If semester reporting is not submitted for any student by the due date, or another agreed-upon date if an extension is given, the entire family will be disenrolled from PRS, retroactive to the beginning of the period covered by the missing reporting.
6. Any family that is disenrolled due to failure to report may reinstate their enrollment by paying the re-enrollment fee within 7 days or, if enrollment is open at that time, renew enrollment by paying tuition after the 7 day period is over. Note that enrollment closes on April 30th of each year, so renewal is not possible at the end of the year.
7. Missing semester reporting must be submitted within 24 hours of payment to reinstate or renew enrollment after being disenrolled.

Part III: High School Credits & Graduation Policies:

1. High school students may be enrolled under the following two options:
 - "Standard" option: submit credits to PRS for approval toward graduation and diploma.
 - "Cover Only" option: submit semester summaries or basic grades without credits. (Student is not eligible for PRS graduation.)
2. Students enrolled under the "Standard" option must complete all PRS graduation requirements to receive a PRS diploma.
3. If reported credits fall outside of the typical range of hours of study, additional documentation may be required for approval of those credits. If PRS determines that submitted courses and/or additional documentation do not adequately demonstrate that a student has completed the PRS graduation requirements, the student will not graduate or receive a diploma.
4. PRS reviews and approves submitted courses and credits for accuracy and progress toward graduation.
5. PRS may offer suggestions regarding courses and credits, but does not offer personalized counseling or planning of courses to meet graduation requirements.
6. PRS will notify the parent or guardian if there is any concern about submitted credits, but it is the sole responsibility of the parent or guardian to make necessary changes and verify that reported credits will be accepted toward a PRS diploma.
7. Standard enrollment is required for 8th grade students reporting early high school credits (maximum of 2 credits accepted)

Part IV: General Policies:

1. PRS does not require or offer any testing or assessments. Parents who wish to test their children are encouraged to file results with their children's PRS records.
2. Other schools may determine which credits they will transfer from a previous school. Schools may require placement testing for students transferring from homeschooling or a private school. Enrollment with PRS does not guarantee that a student will be placed in a specific grade if transferring to a public or private school.
3. PRS reserves the right to make changes to this agreement to reflect policy changes or to provide clarity. PRS shall notify all enrolled families of any changes in a timely manner. Continued enrollment after any such changes shall constitute acceptance of these changes.
4. Children may be disenrolled if their parent or legal guardian violates any terms of this agreement and the issue is not remedied within 7 days of a written notice sent by email from PRS.