

2016-2017

High School Handbook

Graduation Plan



Our Goal

The goal of Dacula Classical Academy (DCA) is to assist parents in teaching, challenging, and supporting their students by enabling them to realize their maximum potential while acquiring the knowledge and skills needed to impact our world and culture through a biblical worldview.

Introduction

Dacula Classical Academy holds a graduation service every year. With each year the service has grown into a formal but intimate occasion. We try to showcase the individual student while recognizing the parents' hard work, dedication, and influence in the success of our graduates. Although each student is unique and has his/her own achievements, we highlight students that have reached an outstanding rank among fellow students by recognizing the Valedictorian and Salutatorian of the graduating class. College acceptance and scholarship awards are announced at the service. Other accomplishments such as 4-H and Eagle Scouts may be recognized in the written portion of the student biographies in the graduation programs.

Graduation Recognition of Student Status

The following descriptions explain the two categories under which our students can graduate. The designations will depend on the type of classes and number of credit hours taken at DCA.

Comprehensive Academic Students

Students who have completed all subject areas and required courses through DCA or have credits that transferred from an accredited institution, will receive an accredited diploma from DCA. (see page 5 for information on transfer credits).

Tapestry Students

Tapestry students are students that attend only on Friday or take one or two academic classes during the year. These students receive a diploma from their parents and a Certificate of Supplemental Studies in Fine Arts from DCA. The individual courses taken at DCA are accredited.

Graduation Honors at DCA

DCA recognizes the Valedictorian and Salutatorian of the graduating class. These honors are awarded to Comprehensive Academic students only based on their GPA.

Requirements for Comprehensive Academic Students

To participate in the graduation service at DCA, Comprehensive Academic students must complete at least 25 credits in APPROVED course work and be a student during his/her senior year.

Elective course credit is determined by the difficulty of the class and outside class assignments. Elective credit is given in increments of .25 and .5 per semester.

Comprehensive Academic required course work:

- English (4 credits)
- Foreign Language (2 credits)
- Social Science (4 credits)
- Music Appreciation (.5 credits)
- Math (4 credits)
- Art History (1 credit)
- Science (4 credits)
- Public Speaking (.5 credits)
- Worldview (.5 credits)
- Additional Electives (4.5 credits)

It is highly recommended to take a PE class since some colleges require it for admittance.

Electives should be chosen on the basis of future goals, interests, and skill level.

To be HOPE eligible, students must meet the HOPE Scholarship Program academic rigor requirements for their year of graduation. Requirements can be found at www.gacollege411.org.

GPA Calculation:

- A (90-100) - 4 points
- B (80-89) - 3 points
- C (70-79) - 2 points
- D (65-69) - 1 point
- F (64 and below) - 0 points

Academic Transfer Credits

Students that are completing any coursework outside of DCA at a non-accredited institution or home study program, but want that course credit accepted by DCA for inclusion on their transcript, must submit a course portfolio and pass an exam over the material covered in that course no later than three weeks before graduation. The following are guidelines for preparing a portfolio for evaluation to determine if the course meets standards for inclusion on the official DCA high school transcript:

Curriculum information:

1. Name of book
2. Publisher and publication date
3. Edition and ISBN number

Scope and Sequence:

1. Copy of table of contents
2. Course outline showing how and when the material was covered
3. Estimated number of hours invested in course

Sample Work:

1. Examples of assignments completed and graded
2. Completed and graded tests
3. Completed and graded essays where applicable

Grades: All test grades and final grades

The cost for having course work from a non-accredited institution evaluated is \$50.00 per course.

Students may earn no more than (8) course credits in a given year. This total includes academic and elective credits.

Requirements for Tapestry Students

To participate in the graduation service at DCA, Tapestry students must complete at least (7) credit hours of APPROVED arts/elective course work and be a student during his/her senior year.

Elective credit is determined by the difficulty of the class and outside class assignments. Elective credit is given in increments of .25, and .5 per semester.

Tapestry program required coursework:

- Music Appreciation (.5 credits)
- Public Speaking (.5 credits)
- Electives (4.5 credits)
- Art History (1 credit)
- Worldview (.5 credits)

It is the recommendation of DCA that all Tapestry Students complete a rigorous academic program of course work similar to our required course work for Comprehensive Academic students. By doing so, they will be well prepared to enter college. Students not participating in our Comprehensive Academic program will not receive an accredited transcript for courses taken outside DCA.

ALL HIGH SCHOOL STUDENTS NEED TO CREATE ACCOUNTS ON THE FOLLOWING WEBSITES:

Georgia College 411 website (www.gacollege411.org) will have the most current information regarding the HOPE scholarship program and state aid. Most colleges in Georgia require that applications be submitted through this website.

College Board website (www.collegeboard.com) contains all information for the PSAT and SAT. The PSAT is a practice SAT test and is used to determine scholarship awards; the SAT is used for college acceptance, financial aid, and scholarships. The PSAT is given in October of each year. Students must register at area high schools. The SAT is given several times a year. 10th and 11th grade students should take the PSAT and 11th and 12th grade students should take the SAT. *DCA high school code: 110951*

The **ACT** website (www.actstudent.org) contains all information regarding the ACT which is a different form of a standardized achievement test. Some colleges accept ACT scores instead of or in addition to SAT scores. Please refer to college websites for their admission requirements. *DCA high school code: 110951*

Free Application for Federal Student Aid (FAFSA) can be found at www.FAFSA.ed.gov Be careful that you go to the correct website, this application should never cost you money to fill out and submit. Setting up an account with FAFSA early will allow you to fill out the FAFSA4caster and get an estimate of expected federal financial aid. Most colleges use the FAFSA information for awarding ALL financial aid even if you choose not to use federal student aid programs.

GEORGIA STUDENT FINANCE COMMISSION: DCA needs all high school students to provide a copy of their social security card in order to upload records for electronic transcripts and HOPE/Zell Miller scholarships evaluation. Please turn in copy at the office.

Dual Enrollment

Dual enrollment is an opportunity to gain college credit while finishing high school. Students at DCA may choose to dual enroll in area colleges during their senior year. They must also meet all requirements for acceptance in the post-secondary institution (see the individual college websites for their admission requirements).

Students interested in dual enrollment:

- Must first schedule a counseling appointment with the Director.
- Students wishing to participate in the State of Georgia Move On When Ready (MOWR) program must complete an online application through the www.gacollege411.org website and have signed parental consent.
- Must have a GPA of 3.0 or higher in high school classes.
- Must be registered as a DCA student taking a minimum of one class at DCA while participating in a dual enrollment program.

The following criteria must be met before a DCA student can use college credit to meet DCA graduation requirements:

- College courses must be approved by the Director.
- Parents must sign an agreement for their student to participate in a dual enrollment program.
- Students must maintain a grade of C or better in the dual enrollment classes to receive DCA credit.
- Students must request an official transcript from the college to be sent to DCA as soon as possible after course completion for inclusion on the high school transcript.

Transcripts

Comprehensive Academic Students

DCA provides a complete, unofficial transcript at the end of each year of high school. The family will receive a copy which will meet the state of Georgia's requirement of homeschoolers to complete an annual progress report. The school will also keep a copy for record keeping purposes. Should a student decide to attend a different school, parents must sign a formal transcript/records request from the new school. Records will be released when all financial commitments have been met.

DCA maintains and provides official transcripts to be sent to colleges. The transcript reflects only the classes taken at DCA unless the classes have been accepted by DCA according to the criteria on pg. 5 regarding transfer credit.

DCA submits student records to the Georgia Student Finance Commission which allows students to request an electronic copy of their transcript to be sent to colleges.

Tapestry Students

DCA maintains a record of elective classes taken at DCA and provides a listing of courses taken in high school at the end of each school year. This record includes the name of the class, the instructor's name, and grade. DCA does not send this as an official document to any educational facility. Parents are responsible for submitting students records to the college of their choice.

Tapestry transcript counseling is available for those parents who desire help in preparing a Home School High School Transcript that can be sent to colleges by the family. The cost for this service is \$50.00 and includes two hours of counseling and a final transcript on a CD. Additional costs may apply if more time is needed.

Graduation Service

DCA holds a Graduation Service at the end of the school year for all Comprehensive Academic and Tapestry graduates. All seniors wear a cap, gown and stole. Honor students are recognized by honor cords awarded from DCA. Any other honors received outside of DCA may be included in the written portion of the student biographies in the graduation programs. Honor cords not awarded by DCA can not be worn during the ceremony.

The service itself will consist of a processional of all graduates entering the service led by DCA staff as well as a video presentation and music spotlighting each graduating student. Students will be accompanied by their parents when receiving their diplomas/certificates during the service. The Valedictorian and Salutatorian of the graduating class will be recognized from the Comprehensive Academic students only.

Students wishing to participate in the graduation service will need to attend the annual senior graduation meeting and apply for graduation. At the meeting, all students will receive an outline and timeline of required steps toward the graduation service. Suggestions for music or any other requests concerning the service will be discussed.

The following is a list of things that will be covered:

- Purchase of cap, gown, stole, and tassel
- Diploma/Certificate of Supplemental Studies In Fine Arts
- Graduation invitations
- Senior Pictures
- Photos for senior presentation
- Parent recorded messages to seniors
- Final Transcripts
- Costs of graduation

Where have our graduates gone?

- Abraham Baldwin Agricultural College - Tifton, GA
- Anderson University - Anderson, SC
- Athens Technical College - Athens, GA
- Brenau University - Gainesville, GA
- Cedarville University - Cedarville, OH
- Emmanuel College - Franklin Springs, GA
- Florida State University - Tallahassee, FL
- Georgia College and State University - Milledgeville, GA
- Georgia Gwinnett College - Lawrenceville, GA
- Georgia Tech - Atlanta, GA
- Georgia Southern University - Statesboro, GA
- Georgia State University - Atlanta, GA
- Gwinnett Technical College - Lawrenceville, GA
- Liberty University - Lynchburg, VA
- Middle Georgia College - Cochran, GA
- Piedmont College - Demorest, GA
- Samford University - Birmingham, AL
- Savannah College of Art & Design - Savannah, GA
- Southern Polytechnic State University - Marietta, GA
- Truett-McConnell College - Cleveland, GA
- University of Georgia - Athens, GA
- University of North Georgia - Dahlonega & Gainesville, GA
- University of South Carolina - Columbia, SC
- United States Army
- United States Navy

Contact Information

All correspondence, application forms, payments, etc. can be mailed to the following address:

Mailing Address
Dacula Classical Academy
P.O. Box 986
Dacula, GA 30019

Physical Address
495 Harbins Road
Dacula, GA 30019

Questions can be directed to Angela Elder at

678-377-0080

or

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Our web address is:

www.daculaclassicalacademy.com