



SUMMER SCHOOL GUIDELINES

Academic Credit and Grade Reports: Summer School course offerings include one-semester and two-semester courses. The two-semester course is Geometry. Upon completion of a course, a report with the final grade will be sent to the student and the designated school. ESD students and parents can view grades in their schoology account. All summer credit courses require all students to complete a final exam or final project.

Attendance Policy: Credit is forfeited if more than two days are missed per semester. The student assumes responsibility for making arrangements with the teacher to make up material missed during absences. Arrival after the stated class time is considered as tardy to class. Four tardies, excused or unexcused, equals one absence. A student who is more than ten minutes late but arrives within the first half of a class will receive a half-absence; a full absence is awarded if a student arrives during the last half of class.

Late Fees: Registrations received within two weeks of the start of a program will be assessed a \$25 late fee for each program.

Refunds: Prior to two weeks before a program starts, a \$50 cancellation fee is charged for each program cancelled. Within two weeks of a session, there is a 50 percent cancellation fee. Once a program session starts there will be no refunds. If ESD cancels a program you will be refunded 100 percent.

Summer School Drop/Add Policy: Students may drop a summer school course within three school days of the beginning of each summer semester without consequence. After the three-day deadline, a grade of WP (withdrawal/pass) or WF (withdrawal/fail) is recorded on the transcript. WP and WF grades are not included in the student's grade point calculation.

Code of Conduct: Students are expected to adhere to all rules and regulations as stated in the 2017 - 2018 ESD Student Handbook, available online at <https://www.esdallas.org/character>. Uniform rules, however, do not apply. The Episcopal School of Dallas may dismiss students from the program for non-compliance with the rules, inappropriate conduct, or unsatisfactory academic progress.

Dress Code: Summer dress is casual, but appropriate. Tasteful shorts, slacks, or skirts are required. Tank tops and hats are not allowed. Shoes and sandals are required at all times. Each classroom teacher is the authority in matters of dress. Science teachers may require students to adhere to clothing regulations related to laboratory safety.

Textbooks: Some classes require books. Textbooks should be purchased online from MBS at <http://www.mbsdirect.net/index.php> . Allow two weeks for delivery.