

Gilbert Christian Schools Governing Policy



Topic: Part-Time Students – Junior High/High School

Gilbert Christian Schools will admit part-time students at the junior high and high school levels on a space-available basis.

Students applying for part-time admission pursuant to this policy shall be required to meet all entrance criteria to each course, subject, grade level, or activity that may be required of other students. All part-time students shall be required to comply with all school policies listed in the Student Handbook, building rules, and directions issued by GCS staff, as well as all athletic policies and regulations governing athletic participation in Gilbert Christian Schools programs. This will include, but not be limited to, the payment of all participation fees that may be required.

1. POLICIES

- a. Part-time students will only participate in standardized testing if they are enrolled in a GCS math, English, or science class. Students not enrolled in a GCS math, English, or science class may participate for a fee. Please see the Test Coordinator for more details.
- b. Part-time students are welcome to participate in field trips that are associated with the classes in which they are enrolled. Participation in other grade-level field trips will require the payment of a field trip fee determined by the administrator.
- c. Part-time students are enrolled based upon available space in classrooms. Students are guaranteed placement on a semester basis. If enrollment changes and space in a classroom is not available for the following semester, the parent will be notified. In the event that space in that particular classroom is not available, the guidance counselor or registrar will work with the family to help meet their child's academic needs.
- d. Part-time students are required to be enrolled in consecutive periods so that students are able to have their academic needs met at GCS and then return home for further study. In the event that consecutive periods are not available, the administration may offer a "study hall" option (if feasible) for a reduced fee.
- e. **Part-time students are not eligible to receive a Gilbert Christian Schools Diploma.** Students will not officially graduate from GCS, nor will they be permitted to participate in any Graduation events, including the Senior Trip, Baccalaureate, and Graduation Ceremony.
- f. Except in exceptional circumstances, and only with Board approval, in order to receive a Gilbert Christian Schools Diploma, part-time students would have to (1) transfer to full-time status by their senior year so that at least seven of their last year's credits (including Bible) are from GCHS; and (2) meet with the Guidance Counselor to determine eligibility for GCHS graduation requirements. *The State of Arizona minimum course requirements for graduation cannot be waived under any circumstances.*
- g. Participation in lunch is permitted only when enrolled in a class directly before or after the lunch period.
- h. Part-time high school students are invited to participate in Lumina and Small Groups.
- i. Except with administrator approval based on necessity and sport participation numbers, part-time students must be enrolled in a minimum of two classes to be eligible to participate in the GCS Sports Program.

2. PROCEDURES

Student check-in requirements: If the student attends first period, they report directly to the classroom. If their first class is any period other than first period, they check in at the office. They will remain in the office until the previous period ends. If the student's last class is the last period of the day, they leave campus as all other students. If the student's last class is any period other than the last period of the day, they must check out in the office immediately following their last period. Students are not permitted to remain on campus following their last period without prior administrator approval.

3. TUITION

Part-time students are responsible for annual tuition fees according to the current tuition schedule.

New families will be assessed a \$350 building fee. If the family chooses to become full-time, they will be assessed the remaining \$400 balance of the \$750 full-time building fee.

Adopted: November 5, 2009 Updated: January 16, 2019