

**STUDENT INFORMATION:** Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Birthdate: \_\_\_\_\_ Grade Level: \_\_\_\_\_ Reason for Taking Course: \_\_\_\_\_

**PARENT/GUARDIAN INFORMATION:** Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_ Telephone: \_\_\_\_\_

**SCHOOL INFORMATION:** School Name: \_\_\_\_\_ School Contact Title: \_\_\_\_\_  
 School Contact Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Email: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_  
 School Contact Signature: \_\_\_\_\_ (Signature verifies school will award appropriate credit upon student's successful course completion)

**COURSE INFORMATION:**  **Complete** (i.e. Year-Long, Semester, Original Credit)  **Partial (Monthly or Weekly)** (i.e. Homebound Instruction, Tutoring, Suspensions)  **Abbreviated** (i.e. Make-up, Credit Recovery, Summer School)

**Example)** Ed Provider: Advanced Academics Course Name: English Ia Course #: NA Start Date: 2/19/07 End Date: 6/15/07 Instructor Email Include For Partial Courses Only Cost: \$395

- 1) Education Provider: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Instructor Email \_\_\_\_\_ Cost: \_\_\_\_\_
- 2) Education Provider: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Instructor Email \_\_\_\_\_ Cost: \_\_\_\_\_
- 3) Education Provider: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Instructor Email \_\_\_\_\_ Cost: \_\_\_\_\_
- 4) Education Provider: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Instructor Email \_\_\_\_\_ Cost: \_\_\_\_\_
- 5) Education Provider: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Instructor Email \_\_\_\_\_ Cost: \_\_\_\_\_
- 6) Education Provider: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Instructor Email \_\_\_\_\_ Cost: \_\_\_\_\_

(Application forms will not be processed without payment ) Total Course Cost: \_\_\_\_\_

**PAYMENT INFORMATION:**  **Payment from School** – PO# \_\_\_\_\_  **Payment from Student**

**Credit Card Payment:** (If you are using an account held by someone else, that person must sign and provide his or her address and telephone number.)

MasterCard  Visa  Discover Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Check or Money Order Payment:** Please make checks or money orders payable to Educere, LLC. Returned checks are subject to a \$20.00 service charge.

**Payment Submission:** MAIL: Application Department, Educere, LLC, Ambler Plaza, 12 East Butler Avenue, Suite 210, Ambler, PA 19002

FACSIMILE: (866) 348-1050

**QUESTIONS:**

Please email questions to [plc@educere.net](mailto:plc@educere.net) or call toll-free at 866-4EDUCERE (866-433-8237)



**TERMS AND CONDITIONS:**

Educere, LLC (herein "Educere") facilitates access to the virtual education courses ("Courses"), and other educational services, offered by participating universities, colleges, high schools and other education institutions ("Participating Education Providers").

**COSTS:** The Course fees ("Fees") reflect the cost to access the Course only. Fees will be returned if Courses are not available. Unless otherwise noted on the Educere Course Overview page, required Course textbooks and materials ("Materials") are additional and must be ordered separately. Educere is not responsible for ordering or delivering Materials.

**FINANCIAL AID:** Federal Higher Education Student Assistance programs are not accepted for Courses offered through Educere.

**PARTICIPATING EDUCATION PROVIDERS:** Educere is not a university, college or high school. Participating Education Providers such as such as independent universities, colleges, high schools and other education institutions deliver all Courses. Participating Education Providers are independent contractors of Educere and are neither agents nor employees of Educere. Educere is not responsible for grades received by individual students in Courses offered by Participating Education Providers.

**REFUNDS:** Refunds for Courses follow the individual Course withdraw and/or refund policy of each Participating Education Provider, and will vary for each Participating Education Provider. To withdraw from a Course the student must follow the notification process required by each Participating Education Provider, as well as immediately notify the Educere Personal Learning Coach™ ("PLC") by email. A \$25 Educere Administrative Fee will be charged for each Course withdraw.

**REGISTRATION:** Students are required to have the necessary computer capabilities and competency to apply for a Course. To register for a Course, this application and the registration form required by the Participating Education Provider offering the Course must be completed and signed. Enrollment in the Course is contingent on acceptance from the Participating Education Provider delivering the Course.

**RELEASE CONSENT:** Through this application form, the parent/guardian of the student, grants Educere, including the PLC, permission to access the student's education record ("Student Record") and to collaborate with the student, parent/guardian, student's school, and Participating Education Provider related to the student's participation in a Course. The parent/guardian and student consent to receive communications, including email and telephone, from Educere. The parent/guardian agrees that Educere may transfer information in the Student Record to the student's school and Participating Education Provider in connection with Course registration, participation, completion, and validation of coursework and/or credits.

**STUDENT CONDUCT:** The student will conduct herself or himself in a responsible, ethical and polite manner. No student shall perform any act while participating in Educere programs which can be construed as illegal and unethical. The student agrees to attend and fully participate in the Course on a regular basis, inform the Participating Education Provider in a timely manner of difficulties in the Course due to: technical problems with the network or computer, navigational difficulties, or difficulties in understanding or posting assignments, inform the Participating Education Provider instructor of any absence due to illness or unforeseen circumstances, use courteous language while communicating with Course peers and Participating Education Provider instructor, and use the Participating Education Provider network in conformance with the Acceptable Use Policy.

**TRANSFERING CREDITS:** Each individual university, college, high school or other education institution ("Education Institution") has its own policy as it relates to accepting coursework and/or credits from other Education Institutions. The acceptance of coursework and/or credits of one Education Institution by another Education Institution will vary from Education Institution to Education Institution. Students should check the coursework and/or credit transfer policies of the Education Institution for which the student wishes to transfer coursework and/or credits from a Participating Education Provider.

**SIGNATURES REQUIRED FOR APPLICATION**

By signing this application, I acknowledge reading and understanding the policies and procedures outlined above, in the Conditions of Use and Student and Parent Responsibilities sections on the Educere web site, and on the web site of the Education Provider, and agree to abide by them.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_