



2011-2012

VISION STATEMENT

The vision of Aurora Christian School is to be an authentic Christian community, unified by our common faith in Jesus Christ. As a cooperative body of believers, we will encourage each other to daily pursue righteousness. Together, we will strive to energize and equip each student to succeed in whatever path the Lord directs. Our desire is to see our students impact their communities and become purposeful, productive Christian adults.

MISSION STATEMENT

To work with families in bringing their children to a personal relationship with Jesus Christ, educating them from a Christian worldview, and preparing them for a life of service to Christ and their world.

AURORA CHRISTIAN SCHOOL

2255 Sullivan Road
Aurora, IL 60506
630.892.1551
fax: 630.892.1692
www.aurorachristian.org

REVISION POLICY

Aurora Christian School reserves the right to change any policy or procedure in the Parent / Student Handbook at any time when, at the discretion of the administration, it deems the change to be in the best interest of the school.

GENERAL SCHOOL VACATION DAYS

<i>First Day of School (P-9)</i>	<i>August 22</i>
<i>First Day of School (10-12)</i>	<i>August 23</i>
Labor Day	September 5
Columbus Day	October 10
Parent-Teacher Conference Fair	October 19
ACSI Teacher Convention	October 20-21
Teacher In-service Day	November 23
Thanksgiving Break	November 24-25
Christmas Vacation	December 21-January 3
<i>Classes Resume</i>	<i>January 4</i>
Martin Luther King Jr. Day	January 16
President's Day	February 20
Teacher In-service Day	March 9
Easter Vacation	March 30-April 13
<i>Classes Resume</i>	<i>April 16</i>
<i>Last Day of School</i>	<i>May 24</i>
<i>Graduation</i>	<i>May 27 ☺</i>

PROGRESS REPORT DATES

Grades are regularly accessible on RenWeb and will be updated on a weekly basis.

December 21: Semester 1 Grade Report posted on RenWeb

May 29: Semester 2 Grade Report posted on RenWeb

REVISION POLICY.....	2
GENERAL SCHOOL VACATION DAYS.....	2
PROGRESS REPORT DATES.....	2
HISTORY OF AURORA CHRISTIAN SCHOOL.....	5
STATEMENT OF FAITH.....	5
CHRISTIAN PHILOSOPHY OF EDUCATION.....	5
CORE VALUES AND PURPOSE.....	6
PARENT STATEMENT OF COOPERATION.....	7
STUDENT STANDARDS OF CONDUCT.....	7

ACADEMICS.....	7
ACADEMIC PROBATION.....	7
ACCOMMODATIONS POLICY.....	7
ACCREDITATION.....	8
ADMISSION REQUIREMENTS.....	8
ARRIVAL/DISMISSAL OF STUDENTS.....	8
ATHLETICS.....	8
ATTENDANCE POLICY.....	8
AWARDS.....	10
BIBLE.....	10
CAFETERIA CONDUCT.....	10
CELL PHONES.....	10
CHAPEL.....	10
CHRISTIAN SERVICE.....	10
COMPUTER USE.....	10
COURSE CHANGES.....	11
DANCING.....	11
DISCIPLINE - STEPS.....	11
DISCIPLINE - DETENTION.....	12
DISCIPLINE - SATURDAY SCHOOL.....	12
DISCIPLINE - SUSPENSION.....	12
DISCIPLINE - EXPULSION.....	12
DISCIPLINARY PROBATION.....	12
DISCIPLINE - ADDITIONAL GROUNDS FOR DISMISSAL.....	13
DRESS CODE.....	13
DRIVER EDUCATION.....	14
DUNHAM SCHOLARS.....	14
EAGLE AMBASSADORS.....	14
ELECTRONIC DEVICES.....	14
ELIGIBILITY.....	15
EMERGENCY CLOSING.....	15
EMERGENCY / CRISIS.....	15
FEES.....	15
FIELD TRIPS.....	15
FINAL EXAMS.....	15
FINANCES.....	15
FOCUS.....	16
FRESHMAN ORIENTATION.....	16
GRADE REPORTS.....	16
GRADUATION.....	16
HALLWAYS.....	16
HARASSMENT.....	16

HEALTH.....	16
HELP CLASSES	16
HOMEWORK.....	17
HONOR ROLLS.....	17
HONORS COURSES.....	17
INSURANCE	17
LIBRARY.....	17
LOCKER AND INSPECTION RULES	17
LOCKER ROOMS.....	17
LOST AND FOUND	17
MEDICATION.....	17
MUSIC	18
MUSIC INSTRUCTION	18
NONDISCRIMINATION POLICY	18
ORGANIZATIONAL STRUCTURE	18
ORIENTATION.....	18
PARENT-TEACHER COMMUNICATION	18
PARENT-TEACHER CONFERENCE FAIR	18
PATRIOTISM	18
PLAGIARISM	18
RENWEB	19
SAFETY.....	19
SCHOLARSHIPS.....	19
SCHOOL DAY.....	19
SCHOOL DIRECTORY	19
SCHOOL PICTURES.....	19
SCHOOL VISITORS	19
SENIOR EVENTS	19
SKATEBOARDS, ETC.....	19
SPECIAL EVENTS.....	19
SPECIAL NEEDS.....	20
STUDENT ACTIVITIES.....	20
STUDENT IDENTIFICATION CARDS	20
STUDENT RECORDS	20
SUMMER SCHOOL.....	20
SUPPLIES	20
TELEPHONE MESSAGES AND USE (OFFICE)	20
TESTING	20
TEXTBOOKS	20
TRANSPORTATION.....	21
TRESPASSING.....	21
VOLUNTEERS.....	21
WEBSITE AND EMAIL.....	21
WITHDRAWALS	21
YEARBOOK.....	21
ACADEMIC CLASSES AND GRADING INFORMATION	22
HIGH SCHOOL MINIMUM GRADUATION REQUIREMENTS	22
HIGH SCHOOL RECOMMENDED COURSE OF STUDY.....	23
MIDDLE SCHOOL ACADEMIC REQUIREMENTS.....	23

HISTORY OF AURORA CHRISTIAN SCHOOL

Aurora Christian School (ACS) began as a dream in the hearts of concerned parents and Christian citizens, and on January 7, 1975, about 40 persons met to discuss the possibilities of such a school. A board was formed, curriculum chosen, teachers selected, and, on September 3, 1975, school opened with 82 students (grades K - 9) in facilities loaned by Claim Street Baptist Church. Enrollment was 114 at the end of the first year.

Pupil population grew to 220 at the beginning of school year 1976-77. The Aurora Christian Preschool and the tenth grade were added. This enrollment required additional facilities which were provided by First Presbyterian Church.

The need for our own building was clear. A large building, with adequate land, central to the Fox Valley and surrounding communities was urgent if ACS was to continue to grow. The Milford Tool and Rivet Company was selling just such a building. July 30, 1976, escrow was closed and remodeling construction began at 801 W. Illinois Ave.

The resulting facility was the product of thousands of hours of volunteer work (and some contracted labor) and many love gifts from interested and caring friends. The building was an open beamed, high-ceilinged, concrete and steel factory. It became a warm, comfortable, pleasant school building--the result of "love going to work."

By the end of the 1977-78 school year, pupil population had swelled to well over 380 students...once again we faced the need for larger facilities. On Saturday, June 3, 1978, a public auction was held at 14 Blackhawk St. Through a miracle, the old Benjamin Franklin Junior High School--a building of 73,000 square feet of classrooms, offices, gymnasium, auditorium, etc. on a full city block--became the property of ACS for \$150,000! Families and friends of our school again performed a monumental task of completely redecorating the "new" building by August 28th, the first day of classes for 1978-79.

Over the next several years, pupil population continued its steady climb. June of 1986 saw the groundbreaking for a new addition to our 801 W. Illinois Ave. campus. One year later, there were 26,000 more square feet at 801, containing 18 new classrooms, a full size gymnasium, and a dramatic 145 foot long two story atrium connecting the two buildings--enough space for 500 new students!

Two major milestones were reached in 1988. Our school received full accreditation from ACSI (Association of Christian Schools, Int.) and full recognition from the State of Illinois Board of Education. The latter enabled us to join the IHSA (Illinois High School Association) as full members for athletic and other competitions. In 2003, our school also received full accreditation from NCA (North Central Association).

In April of 1997, God continued the miracle called ACS with the addition of 116 acres of land near I-88 on Deerpath Road. In 2003, portions of this property were sold and loans were acquired to allow the purchase of an office/warehouse facility on Sullivan Road. Renovation occurred during the spring and summer of 2004. The Sullivan Road Campus was fully occupied by grades 6-12 during the spring semester of 2005.

This beautiful facility has enabled our high school enrollment to flourish, stabilizing around 360 students. Through generous donations of time and talents, a state-of-the-art football field and track were added to the campus for kickoff in the fall of 2008. During the summer of 2010, the decision was made to consolidate our campuses. All Preschool through 12th grade students officially came "Under One Roof" on Sullivan Road in February, 2011.

We continue to pray for God's provision through these difficult financial times. We are glad you are a part of the Aurora Christian School Family. To God be the Glory; great things He has done!

STATEMENT OF FAITH

We believe in the Scripture of the Old and New Testaments as verbally inspired by God, inerrant in the original writing, and that they are of supreme and final authority in faith and practice.

We believe in one God, eternally existing in three Persons: Father, Son, and Holy Spirit.

We believe that Jesus Christ was begotten by the Holy Spirit, born of the virgin Mary, and is true God and true man.

We believe that man was created in the image of God, that he sinned and thereby incurred not only physical death but also spiritual death, which is eternal separation from God.

We believe the all human beings are born with a sinful nature and, in the case of those who reach moral responsibility, become sinners in thought, word, and deed.

We believe that the Lord Jesus Christ died for our own sins according to the Scriptures as a representative and substitutionary sacrifice, and that all who believe in Him are justified on the grounds of His shed blood.

We believe in the resurrection of the crucified body of our Lord, in His Ascension into Heaven, and in His present life there for us as High Priest and Advocate.

We believe in "that Blessed Hope": the personal, visible, premillennial and imminent return of our Lord and Savior, Jesus Christ.

We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God.

We believe in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost.

CHRISTIAN PHILOSOPHY OF EDUCATION

"Before the mountains were born, or you brought forth the earth and the world, from everlasting to everlasting, you are God." -Psalm 90:2

A Christian Philosophy of Education must begin, have as its continual frame of reference, and end with the eternal God. In doing so, it acknowledges that:

1. There is only one God (Deut. 6:4), who exists eternally in three persons: God the Father (2 Cor. 1:3), God the Son (Heb. 1:1-8), and God the Holy Spirit (Eph. 4:30).

2. The universe and all within was created for the purpose of the glorification of, and is sustained by, God (Ge 1-2; Ex 20:11; Col. 1:16-17; Jn 1:1-3; Rev 4-11).
3. This eternal God has revealed Himself to man through the creation (Ps 19:1; Ro 1:19-20), and through His inspired, inerrant, infallible, eternal Word, the Bible (Heb 1:1-2; 2 Ti 3:16-17; Ps 119:89; Jn 1:1; 2 Pe 1:20-21).
4. Man's relationship to God was broken by the sin of Adam and Eve (Ge 3); therefore, all men since Adam are born with a sinful nature and are under the sentence of death from a Holy God (1 Co 15:22; Ro 3:23, 5:14, 6:23; Eze 18:4).
5. Jesus Christ, through the miracle of the incarnation, lived among men and voluntarily offered Himself as our substitute, dying on the cross to appease the wrath of God and make possible an eternal relationship of man with God through faith in the Lord Jesus Christ (Jn 1:14-17, 3:16; Eph 2:8).
6. A life of holiness is possible for the believer by means of the indwelling of God the Holy Spirit, who teaches us regarding the things of God and causes us to discern areas of personal sin, which exist as a result of the ongoing conflict of our two natures, sinful and righteous (Jn 14:16-18, 26, 16:7-15; Ro 7:14-25).

Based on the above assertions, it is possible to establish certain definitive statements in regard to the educational process. True Christian Education will recognize that:

1. God is the ultimate source of all truth (Jn 14:6). Therefore, His Word (revealed truth) holds a position of priority over human reason and enables all of life, in both its temporal and eternal aspects, to be viewed from the perspective of the centrality of God rather than the centrality of man (Ps 1:18-32). Any distinction between "sacred truth" and "secular truth" is, therefore, a false dichotomy.
2. A differentiation must be made between earthly wisdom (1 Co 1-2; Jas 3:15) and Christian wisdom (1 Co 1:30, 7:10-16; Jas 3:13,17), while acknowledging that the source of all true wisdom and understanding is God Himself (Pr 1:7, 9:10, 15:33; Col 2:3). We affirm the importance of knowledge in the development of godly wisdom, but do not support any systems of thought that are incompatible with biblical truth.
3. The primary purposes of Christian education are:
 - a. to persuade the student of his need for a personal, saving relationship with the Lord Jesus Christ;
 - b. to nurture, admonish, and encourage the student to live in conformity with the revealed will of God;
 - c. to live a life of service, wholly dedicated to and dependent upon God (Ro 12).
4. Christian education requires the natural integration and consistent application of God's Word into every area (academic, extracurricular, administrative, etc.) of the school program (Eph 4:4-6).
5. Parents bear the sole responsibility for the education of their children. Christian parents, in particular, should be aware of their duty to raise and educate their children in accordance with God's way and experience the resulting blessing of obedience or consequences of disobedience which will result from their decision regarding the provision of a God-honoring education (Dt 4:10, 6:6-7, 20:17-18; Ps 106:34-37; Jer 10:2; Mt 12:30; 2 Co 6:17; Eze 44:5; Ezr 7:25; Pr 22:6).
6. God has ordained marriage, the family (Ge 2:27,28; 3:18-24), and the Church (Mt 16:13-18; Eph 5:23-32) as the institutions which He desires to use to accomplish His divine will on Earth. Local gatherings of believers called churches, the visible entity of the universal Church, serve their families in the area of education by training and equipping parents to be the primary providers of spiritual instruction for their children. To assist parents in this area there are two types of schools: the Sunday school and the Monday through Friday Christian school. The Christian school also provides a well-rounded program of Christ-centered academics and extracurricular activities. The goal of the three - parents, church, and Christian school - is to work together to carry out the mandate of Scripture to "Train up a child in the way that he should go. Even when he is old, he shall not depart from it." (Pr 22:6)
7. The biblical and philosophical goal of Aurora Christian School is to develop students into mature, Christlike individuals who will be able to exhibit a Christlike life. Of necessity, this involves the school's understanding and belief of what qualities or characteristics exemplify a Christlike life. Even though parents may personally believe differently, while enrolled at Aurora Christian School, all students are expected to exhibit the qualities of a Christlike life espoused and taught by the school and to refrain from certain activities or behavior. Thus, Aurora Christian School retains the right to refuse enrollment to or to expel any student who engages in sexual immorality, including any student who professes to be homosexual/bisexual or is a practicing homosexual/bisexual, as well as any student who condones, supports, or otherwise promotes such practices (Lev. 20:13; Rms 1:27).

CORE VALUES AND PURPOSE

Aurora Christian School seeks:

1. To guide each student toward a personal relationship with our Lord and Savior, Jesus Christ.
2. To offer a quality coeducational program in grades P2 - 12 that is both God centered and educationally sound.
3. To provide learning experiences which develop the student's maximum spiritual, intellectual, social, physical, and emotional potential.
4. To prepare students for life in this world and the eternal one which they will one day enter.
5. To meet the individual needs of the student through utilization of proper placement, ability grouping where appropriate, and continuing guidance regarding the ongoing selection of a student's course of study.
6. To strive for continuity of learning throughout the system which avoids excessive repetition as well as skips in the logical progression of subject content from level to level.
7. To instill in students a respect for God and our fellow man.
8. To foster an attitude of personal responsibility for one's actions.
9. To equip students to be able to make sound decisions based on high moral and ethical standards.
10. To develop within each child a healthy, respectable self image.
11. To encourage a discipline of daily devotions (prayer and personal Bible study) that will produce a happy, joyful, victorious Christian life.

PARENT STATEMENT OF COOPERATION

The following statement is printed on each enrollment application. Parents will be asked to affirm the statement with their signature on the application form.

We understand that enrollment in Aurora Christian School is not a right, but a privilege, and do affirm that there are standards that must be maintained for the welfare of each student as well as for the entire school. Therefore, if this application is accepted, we hereby give permission for our student's teachers and/or other agents of the school to make and enforce classroom regulations in a manner consistent with Christian principles of discipline as set forth in Scripture. We also understand that all students, regardless of age, must live with a parent or legal guardian to maintain enrollment. We will continue to uphold the authority of the teachers and staff of Aurora Christian School by recognizing their right to use whatever disciplinary measures they deem necessary.

We will acquaint ourselves with the grounds for dismissal in both academic and disciplinary circumstances outlined in the handbook, and we will cooperate fully in this regard. If we ever find that we cannot accept the disciplinary standards of ACS or if our student fails to meet the minimum academic requirements, we may withdraw our student or face possible dismissal. In the event of academic failure where no alternatives are available, or if, for disciplinary reasons, the school must expel our child, we will forfeit all fees and tuition monies paid. All tuition paid is nonrefundable, including the Tuition Deposit. We understand that the only exception to this policy is for a family who must move out of the school area. In that event alone, a prorated tuition refund will be made. We understand that we have entered into a contractual relationship with ACS for the payment of all tuition and related fees for the entire school year, and that we agree to abide by the tuition policies of ACS as stated above and in the Parent/Student Handbook.

STUDENT STANDARDS OF CONDUCT

Students of Aurora Christian School have a reputation of excellence to those in the community. Therefore, as a condition of enrollment, students agree to abide by all the standards set forth in this handbook.

A student's signature on the Student Standards of Conduct form binds him/her to these standards from the point of initial enrollment until graduation or official withdrawal. This includes all summer vacations, holidays, and school breaks.

ACADEMICS

Any student failing three or more classes at the conclusion of the semester will be subject to review and possible dismissal.

Our teachers are more than willing to help students that are willing to help themselves. "Help classes" are offered frequently by the teachers before or after school. Individual assistance is offered by the teachers when requested by the student. In addition, tutoring may be requested by a teacher or the administration. (See also: Parent-Teacher Communication)

If you have a student who seems to be consistently struggling with his/her work in more than one class, contact the Curriculum/Special Needs Coordinator to discuss available options.

ACADEMIC PROBATION

Academic probation is not a punishment. It is a reminder to students and parents of the seriousness of school work and the need to stay caught up in each class. Parents are encouraged to regularly check RenWeb and contact teachers regarding their student's progress. Our goal is to work together to help students succeed. (We will assume the parent is monitoring the student's progress via RenWeb.) Please call the teacher if questions arise.

Academic probation can begin prior to the beginning of a semester or at the quarter grading period breaks. Any student failing two classes at the end of the quarter grading period will be placed on academic probation for the remainder of the semester.

Any student displaying a pattern of failure will be reviewed and evaluated in order to determine the causes of academic difficulty. Recommendations to the parents then will be made.

The following provisions exist for students on academic probation:

1. Students on academic probation are ineligible for extra-curricular activities if failing any classes during the probation period.
2. If students on academic probation are failing two or more classes at the semester end, they may be dismissed with no tuition refund.
3. Academic probation will continue for the following semester if one class is failed for the semester.
4. Students will only be removed from probationary status if they are passing all course work at the semester end.
5. Students on academic probation will be put in a Focus study hall to help provide additional academic assistance.

Students and parents will be notified after the end of the semester concerning their current academic probation status.

ACCOMMODATIONS POLICY

Accommodations are academic changes made for a specific student because of a learning difficulty. Accommodations are an adjustment of the curriculum or academic goals involving classroom, schoolwork, and homework for the purpose of helping a student be successful. All accommodations must be approved by the administration, documented in a Plan for Student Success, and reviewed regularly to determine their continued validity. Focus teachers will supervise implementation of accommodations noted in a student's Plan for Student Success.

Parents whose students are receiving NILD™ educational therapy will have a fall meeting with all relevant personnel to develop a Plan for Student Success. This plan will be devised, taking into consideration recommendations from teachers, the student's therapist, and any other professional evaluations.

ACCREDITATION

Aurora Christian School is registered as a nonpublic school with the State Board of Education which has granted our school (K5 - 12) full recognition. ACS is also fully accredited by ACSI (Association of Christian Schools, Int.) and by NCA (North Central Association).

ADMISSION REQUIREMENTS

Admission to Aurora Christian School is determined by:

1. SAI score of 90+ on the Otis-Lenon School Ability Test
2. Scores at or above the national norm in reading and mathematics on the Stanford Achievement Test (1996 Edition).
3. Acceptable grade, conduct, and effort reports from previous school(s) attended.
4. Student's personal desire to attend ACS.
5. Completion of all Admissions Procedures listed below.

Students who have ever been tested for learning difficulties must provide all results and/or IEPs before admission. The Curriculum/Special Needs Coordinator will review files, contact a parent, and determine if Aurora Christian School can adequately service the student. (See Accommodations Policy)

Students who have been expelled from any school within the previous 12 months will not be admitted. Students who are pregnant or have children will not be admitted or allowed continued attendance. The school reserves the right to deny admission at its sole discretion.

ARRIVAL/DISMISSAL OF STUDENTS

Doors open at 7:00 AM. All students will be supervised in the cafeteria until the warning bell rings at 7:35 AM when students may go to lockers.

Students not participating in a supervised after-school activity must leave campus by 3:15 PM. Those present after 3:15 PM will be required to report to After School Supervision. The charge for this service is \$2.00 per hour. Students who remain in the building unsupervised will be issued a minor violation and escorted to After School Supervision. In case of an emergency, please call the office.

ATHLETICS

ACS offers interscholastic athletics for boys and girls. A participation fee is mandatory for each sport to offset costs involved. Participating students must have had a physical examination within the past year. All student-athletes are expected to exemplify Christ-like values in conduct, sportsmanship, effort, and attitude.

One of our most powerful opportunities to witness to the power of Christ in our lives is during sporting contests. Therefore, sportsmanship is demanded of all coaches, athletes and ACS spectators of Aurora Christian School. "To whom much has been given, much more will be required." (Luke 12:48) Acts of unsportsmanlike conduct including but not limited to swearing, speaking inappropriately to an official, coach, player, or spectator, and/or any general conduct unbecoming a representative of Aurora Christian School will lead to consequences.

The administration reserves the right to escalate consequences depending on the severity of the unsportsmanlike conduct. The standard consequences for discipline accumulate as follows:

Coaches	First offense: Written warning
	Second offense: One game suspension
	Third offense: Suspension for the remainder of the season
	Fourth offense: Permanent suspension from coaching at ACS

Athletes and student spectators Subject to the major/minor handbook violations as outlined in the student handbook

Spectators If a spectator is warned during an event and continues to exhibit inappropriate behavior, he/she will be asked to leave the event immediately. A repeated occurrence will result in a meeting with the administration.

ATTENDANCE POLICY

Punctual and regular attendance at school is a shared responsibility between the student and his/her parent(s) or guardian(s). Regular attendance prepares the student for the world of work and adult responsibilities. Aurora Christian School expects all students to attend school, to be punctual to school and to classes, and to bring appropriate school materials with them. The school day begins at 7:45 a.m. and ends at 2:50 p.m. Attendance is taken every period.

Absences

If a student is absent from school the **parent or legal guardian must phone the office before 10:00 a.m.** Failure to phone with a valid excuse (illness of the student, family emergencies, school-sponsored activities, medical appointments, and pre-approved family requests) will result in an unexcused absence. If calling outside of regular school hours, follow the prompts to leave a message in the attendance mailbox. Falsifying this report is a serious infraction and may result in suspension. If you know in advance that a student will be absent, the office must be notified in writing prior to the day of absence.

Students may accumulate a maximum of 12 days of absence (excused or unexcused) per semester. A student is only allowed to make up work from days that are excused.

12 Day Attendance Policy

Aurora Christian School is committed to the philosophy that in order for quality education to occur, regular student attendance is necessary and required.

Absence from school is always detrimental to the academic progress of the student. Class discussions and lectures cannot be repeated and make-up tests are difficult to schedule. In accordance with our philosophy, the administration has determined that a student who accumulates more than twelve (12) absences in a given subject within a semester will receive a failing grade for the semester.

A student absent more than 12 days from class will receive a failing grade in that class. (Excessive first hour absences from non-graded classes will be reviewed. Truancy consequences may apply.)

A student absent more than 12 days from school in a semester will be dismissed.

This policy includes all absences (including family vacations) except those initiated by the school. Exceptions will be made only in cases of family death or when the student has verification of an extended illness (3 or more days) documented by a physician. This verification must be turned in to the main office upon the student's return to school. (Parents are asked to notify the office when they first learn of the possibility of an extended illness.)

Extra-curricular Attendance (all activities held outside of regular school hours: 7:45 am – 2:50 pm)

To attend or participate in any extra-curricular practice or event, students must be in attendance by 3rd hour. Exceptions may be made with a doctor's note.

College Visits

Junior and Senior students will be allowed excused absences to visit colleges and universities, provided they have school and parental permission. The first two college visit days per year will not be counted towards the 12 day attendance policy. Subsequent college visit absences will be excused, but will count towards the 12 day attendance policy. The student must request college visit days through the guidance office. Any class work missed due to a pre-approved college visit must be completed as regularly scheduled (i.e. no extensions). A completed "college questionnaire" (available in the guidance office) and a verification of the appointment (on college/university letterhead stationary - signed by a college official) must be turned in to the main office upon return. Failure to follow this stated procedure will result in disciplinary consequences. Note: College Visits may only be taken when the college is in regular teaching session (not during finals).

Closed Campus

Once students arrive, they may not leave the school. Students are expected to bring all materials, books, supplies, homework, etc. with them to school. In the case of an emergency, students must secure permission from the administration if they need to leave the building. Leaving the school building (even to a vehicle in the parking lot) for any reason without the school's permission will result in disciplinary consequences.

Pre-Arranged Absences

Parents are discouraged from taking students out of school for vacation or for non-school sponsored events. EVERY EFFORT SHOULD BE MADE TO SCHEDULE VACATIONS TO COINCIDE WITH SCHOOL VACATIONS. However, if the absence is unavoidable, the following procedure must be taken:

1. A parent must e-mail or send a note to the office and teachers at least one week in advance to request a pre-arranged absence. Without this advance notice, teachers will be unable to provide instructional materials other than what is normally provided on RenWeb.
2. Students assume full responsibility for all missed classes and assignments. Assignments are posted on RenWeb and must be completed by the normally assigned due dates. Assignments due while the student is away must be submitted the day of return to school. **Special allowances for extended due dates must be obtained in writing/e-mail from the teacher before the absence occurs.** Assignments not completed on time will not be awarded credit. The time and place of any make-up sessions shall be established at the initiative of the student and at the convenience of the teacher.
3. Days missed will be recorded as excused absences counting toward the 12-day attendance policy.

Pre-Arranged Early Dismissals

The school does not encourage absences for medical and dental appointments, etc. during the school day and prefers parents/guardians to make such appointments after school and/or on weekends. A request for early dismissal must be accompanied by a note or e-mail from a parent/guardian with the student's name, the date, and reason for dismissal. All students leaving school must check-out through the main office and check-in when returning.

Illness

If a student becomes ill during a school day, the student is to report to the main office. A student may not go home unless his/her parent or guardian has been contacted by a school official.

Passing Time

The passing period between classes is four minutes. Students must be on time to all classes. Students may need to plan ahead and carry books for more than one class.

Tardy Policy

A quality education is reinforced by punctuality. All students are expected to be at school and in their classrooms on time. A student is tardy if he/she is not in the classroom when the bell stops ringing. A student coming to class 15 minutes after it has begun is considered absent. Students must have a signed pass from the previous teacher for the tardy to be excused. Unexcused tardies to a class accumulate by semester.

Consequences for unexcused tardies:

- | | |
|-------|------------------------------------------------------------------------------------------------|
| 1 – 4 | Record available to parents through RenWeb |
| 5 – 6 | Detention & e-mail notification from office |
| 7 – 9 | Saturday School & e-mail notification from office |
| 10+ | 1 day suspension & call from Dean
(Disciplinary Probation after 2 nd suspension) |

Truancy

A student who is absent from or who leaves class or the school building without school permission is truant. Truancy will result in a minimum of 1 day suspension (see Suspension Policy). Any unexcused absence is considered truancy by the State of Illinois.

AWARDS

Awards will be given at the end of the school year for those who have received special honors in school related activities. The Middle School Awards Ceremony will occur during the last day of school. The High School Awards Night is open to students and their parents by invitation and will occur on Friday evening of the final week of school. Students should adhere to dress code policies.

BIBLE

Bible study is of prime importance in this school; therefore, each student is required to take Bible each semester he/she attends ACS. The course content will focus on the practical application of the Scriptures to daily living, stressing first and foremost that each student develop a personal, saving relationship with the Lord Jesus Christ. Weekly Bible memory assignments, homework assignments, Christian Service, and unit examinations will form the nucleus of the grading structure for Bible courses.

It is not our purpose to advance any particular denominational position or church dogma. Where there are differences of opinion among believers on any issues, students will be encouraged to consult with their parents to clarify the beliefs of their family and church.

Each new student will be given a Bible as a part of the textbook list at the beginning of the school year. The New International Version is used for Scripture memory work in Bible classes; however, a variety of versions may be used for comparison and discussion.

CAFETERIA CONDUCT

Food is limited to designated times and areas. Except for special occasions, no food is permitted to be eaten outside of the cafeteria and must be kept in the student's locker until lunch time. Inside the cafeteria, students are expected to be courteous and orderly and clean up their own trash. Students who do not meet these expectations may be required to assist in cafeteria cleanup.

CELL PHONES

Students may carry cell phones to school; however, cell phones should be turned off during school hours. Phones should not be seen, heard, or used before or during school hours or on certain school trips. Violation will result in confiscation of the phone. Administration reserves the right to view information on confiscated phones. Students who participate in inappropriate or offensive text, picture, or video messaging will be subject to disciplinary action. The phone may be reclaimed in the office upon parent permission and payment of a \$15 fine.

CHAPEL

Regular chapel time will be held as part of the school program. Chapel attendance and Chapel Dress (see Dress Code for details) are required of all students. These chapel times are designed to provide a positive, meaningful experience for all students at ACS. Disrespect, mockery, or inappropriate behavior will result in immediate removal from chapel and is a major violation. It is expected that students will be courteous and respectful to chapel guests at all times. Parents are welcome to attend chapel at any time.

CHRISTIAN SERVICE

As a means of fulfilling the school's mission of preparing students for a life of service to Christ and their world, each high school student must complete 8 hours of Christian service per quarter, and each middle school student must complete 4 hours of Christian service per quarter. This service must be performed during the current quarter for non-family members, verified by parents, and submitted for a percentage of the Bible grade.

COMPUTER USE

Students may only enter the computer facilities while under faculty/staff supervision. No food, beverages, or candy are permitted in any of the computer labs. Filtered Internet access is available through the computers on campus. If you do not want your student to have access to the Internet, contact the school office. Computers provided for student use at school are for educational purposes only. Students may not use faculty/staff computers. Low-cost flash drives may be purchased in the library.

The following uses of computers at ACS are not permitted:

- Accessing, displaying, or sending offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Accessing Facebook, YouTube, Instant Messenger, or other communication webpages without teacher permission
- Downloading programs, games, or music
- Moving equipment, altering/adding/deleting any system/program/file settings, or making electrical/hardware/system connections (Violation of this rule will be considered vandalism.)
- Damaging computers, printers, computer systems, or computer networks
- Copying software or another student's files without teacher authorization
- Intentionally wasting paper
- Employing the network for commercial purposes

Each violation of this Computer Use policy will be referred to the Dean for possible disciplinary action. Extreme or repeated offenses will result in the loss of computer privileges on campus. If the student is enrolled in a computer course, a grade of WF (withdraw/failing) will occur. Disciplinary action may also include expulsion or legal prosecution.

COURSE CHANGES

Class schedules are assigned for both semesters during August and are available through RenWeb. To request a schedule change for an academic course, parents must e-mail the Guidance Coordinator: holly.henning@aurorachristian.org. Approved schedule changes (for either semester) may only be made through the first week of first semester classes.

Student requests for schedule changes after the deadline will not be considered without academic penalty. Courses dropped after the deadline will result in a grade of WF (withdraw/failing). WP (withdraw/passing) will only be an option in cases of medical necessity. Withdrawal after the mid-point of the semester will result in a grade of F unless the student withdraws due to an extended medical illness and has submitted a written medical diagnosis from the student's physician.

DANCING

Although it is impossible to create a community with expectations totally acceptable to everyone, Aurora Christian School desires to promote unity and fellowship in a positive community environment. Many social dancing styles are not conducive to our vision of the daily pursuit of righteousness; therefore, social dancing is not permitted at school sponsored events. However, acceptable forms of expression may include dance as a form of worship and the use of choreography in drama, musical productions, and athletics.

DISCIPLINE - STEPS

All ACS staff members are of equal authority and respect, and should be treated as such. Students are expected to always behave politely and with respect for authority. Disciplinary procedures will be in effect at all ACS functions.

All minor offenses, teacher/office-issued detentions (other than tardy consequences), and major offenses accumulate per semester through the office as "discipline steps." Discipline steps accumulate separately from tardies. The cumulative consequences for discipline are as follows:

- | | |
|---------|-----------------------------------------------------|
| 1 – 3 | Warning e-mail notification from office |
| 4 – 7 | Detention and e-mail notification from office |
| 8 – 10 | Saturday School and e-mail notification from office |
| 11 – 13 | Evening suspension and call from Dean |
| 14 | Expulsion from school |

**A student who receives two suspensions in one semester for any reason (discipline or tardies) will be placed on disciplinary probation. (See Disciplinary Probation)

Minor Violations

These violations include but are not limited to:

1. Food, candy or drink outside the cafeteria. Water is allowed only in clear bottles, and will not be allowed in the Media Center or computer labs. *Mints allowed for HS students only.*
2. Energy Drinks. (*Applies to MS only*)
3. Gum chewing.
4. Dress code.
5. Public display of affection. (Disciplinary action may be escalated due to extent of display.)
6. In the hallway without a pass.
7. Failure to sign in/out of the library.
8. Littering.
9. Throwing objects.
10. Unsupervised in the building after 3:15 PM.
11. Running in the hallways.
12. Propping an exterior door.

Due to the cumulative Discipline Steps, please be aware that continued abuse of minor rules may result in removal from ACS.

Major Violations

The following will be considered major violations at school, at school events/functions, and over the Internet when applicable. (See Student Standards of Conduct.) Major violations include, but are not limited to:

1. Insubordination, insolence, mockery
2. Harassment, intimidation, bullying, or threats of violence or reprisal
3. Use of profane, vulgar, or obscene language or actions (including "replacement" obscenities)
4. Possession of obscene and/or offensive materials
5. Truancy, theft, forgery, lying, cheating
6. Trespassing, willful destruction or defacement of school property or private property on school premises (Student will pay for repairs and/or replacement.)
7. Tampering or misuse of emergency equipment, including but not limited to fire alarm pulls and AEDs (Student will pay for repairs, city fines, and/or replacement.)
8. Endangering the health, safety, or well-being of oneself or others (e.g. fighting, driving recklessly, injuring another person, etc.)
9. Possession or use of knives, fireworks, lighters, etc.

10. *Possession or use of alcohol on or off school property
11. Possession, use, sale or distribution of tobacco products on or off school property
12. Any behavior in action or words that occurs on or off campus that is antagonistic to the basic goals and objectives of the school, or has an adverse effect on other students (e.g. illicit sexual behavior, viewing/possession of pornography, gambling, etc.)
13. All offenses listed under the ZERO-TOLERANCE POLICY

*Use of alcohol will result in a minimum 2 week out-of-school suspension (with no extra-curricular involvement) including mandatory completion of a restoration plan and issuance of a behavior contract upon return. Second offense will result in dismissal for at least one full semester, with possible review for re-entry including a continuing behavior contract.

The Dean will address all major violations. Consequences may include suspension, probation, expulsion, and reporting to local authorities. If a student is in attendance at a gathering where illegal activities are occurring and he or she fails to leave the premises immediately, the student may be subject to disciplinary consequences including those for Major Violations.

ZERO-TOLERANCE POLICY

Aurora Christian School has **zero-tolerance** and will immediately expel a student for the following violations:

1. Any gang affiliations
2. Sale or distribution of alcohol on or off school grounds; possession, use, sale or distribution of drugs on or off school grounds
3. Possession or use of explosives, firearms, or any other weapons at school
4. Any acts or threats which directly or indirectly jeopardize the health, safety, and welfare of school personnel or other students

DISCIPLINE - DETENTION

High School and Middle School detention is a 60 minute work-period served from 6:30 to 7:30 AM. Detentions earned on Thursday, Friday, or Monday will be served on Tuesday; detentions earned on Tuesday or Wednesday will be served on Thursday. When a detention is issued, parents will receive phone or email notification by the issuing teacher or office. If a student is late to detention, the student will complete that detention and a second detention will be issued. If a student is absent (or more than 15 minutes late) from detention, a Saturday School will be issued.

DISCIPLINE - SATURDAY SCHOOL

Saturday School will be assigned by the office as part of the cumulative Discipline Steps. Saturday School may also be assigned by the Dean as a consequence. Saturday School will run from 8:00 AM – 11:00 AM on Saturdays determined by the Dean. There is a fee of \$15.00 payable on arrival for student supervision during this time. Unpaid supervision fees will be charged to your student account. Students coming to Saturday School should be prepared for tasks such as raking, cleaning, and painting.

DISCIPLINE - SUSPENSION

Suspensions will be assigned by the Dean and will be served on Monday or Thursday nights (student option) from 3:00-9:00pm. A \$50.00 supervision fee will be charged to the student account. Students must bring a sack dinner and drink. Students will spend 3 hours on homework and 3 hours on supervised maintenance tasks. No academic penalty will be assigned to students in evening suspension.

Upon a student's second and subsequent suspensions, he/she will be ineligible for participation in the next extra-curricular competition or performance.

DISCIPLINE - EXPULSION

Expulsion decisions will be determined by the administration. Continued academic coursework will not automatically be provided by Aurora Christian School. Evidence of current progress will be provided in order to assist the student's completion of coursework.

Expelled students will not be allowed on campus. Following expulsion, a student may be considered for readmission after one complete semester. Readmission will be contingent on a disciplinary contract, including a restoration program. Permission to attend school programs and activities may be granted by the administration as part of the restoration program.

DISCIPLINARY PROBATION

After evaluation and consultation with administration, faculty, and parents, circumstances may warrant that a student be placed on disciplinary probation. This status may be achieved by, but not limited to, excessive discipline violations or the demonstration of an attitude deemed outside the expectations of ACS. Any student receiving two (2) suspensions will be placed on disciplinary probation. The administration also reserves the right to extend probationary status and/or a behavior contract at any time to any student that warrants such, regardless of the student's position in the discipline system.

A student who is placed on disciplinary probation at any time during the school year may be disqualified from taking part in extracurricular activities, including athletic involvement, music programs not required for a course grade, talent shows, plays, competitions, meets, fairs, festivals, etc., for the probationary period.

Probation will be at least for the duration of the semester, but may extend longer at the discretion of the administration. Each student placed on probation will be issued a behavior contract. The administration reserves the right to dismiss a student on probation at any time should the behavior warrant.

At the end of the semester there will be an evaluation meeting at which time the administration will determine if the student is to remain on probation, to be removed from school, or released from probationary status.

DISCIPLINE - ADDITIONAL GROUNDS FOR DISMISSAL

It is not our desire to ever have to ask a student to leave Aurora Christian School. Yet, we understand that these difficult times may come. The following are grounds for possible dismissal. At Aurora Christian, we believe that attitude is often more crucial than visible actions.

Attitudes reflecting a "Flaunting of Sin."

As mandated by the School Board, students may be asked to leave if they continue to flaunt and/or glamorize sin or choices which would reflect a non-Christian life-style. If a student's attitude towards a personal sin remains repentant and serious about change, the administration may allow the student to remain in school and to work toward change.

If the student's attitude begins to transmit an undercurrent of glamorizing sin, or sets a continuing non-Christian tenor, he or she may be asked to leave the school. This type of wrong attitude and conduct may include possible "bragging" about sinful conduct that may or may not be true.

Attitudes which Create Negative Tenor for Other Students

Proverbs speaks repeatedly about the power of a person's influence in others' lives. We realize that each student has to make his own choices and that no student can force others into wrong attitudes or actions. Yet we do often see that one or two individuals can create a negative atmosphere and tenor which continues to pull others down into wrong attitudes or conduct.

Students do not have to be Christians in order to attend ACS. We do not know of any Christian school that is composed of a totally Christian student body, no matter how much a handbook might attempt to legislate such.

At ACS, attitudes are as important as actions; therefore, students will not be allowed to create a negative tenor for the rest of the individuals within the school.

Attitudes which Continue to "Dampen" Spiritual Growth in Others

This would include any kind of mocking of the things of God, or the creation of a "peer pressure" that would make spiritual growth difficult for others.

A Progressive Hardening Against the Things of God

Although everyone attending ACS is not required to be a Christian, we do desire that the experience at our school be one that makes Christianity progressively more and more attractive. But, for the benefit of all students, we cannot allow a continuing spiritual resistance in any student.

Verbal Abuse to Fellow Students and/or Teachers

It is crucial to us that ACS be a safe place, even emotionally. Although we realize that "kids will be kids," it is imperative that verbal abuse will not be allowed.

The Inability, or Unwillingness, of Parents to Work with us When Serious Problems Arise with Their Student

We, at ACS, believe that teamwork with parents is both Biblical and essential. Should a serious problem arise with a student, we will endeavor to clearly communicate our concerns to the parents. We will work with the parents to resolve the situation. Yet, should the overall attitude of the parents be one of continual blame-shifting, denial, or defensiveness, it will not be possible to work together for the good of the student.

It is difficult to work with parents who do not allow their children to accept personal responsibility for wrong actions. Some parents reflect the attitude, "My child is good, but other students are negatively influencing my child." Though we realize the strategic power of influence, each individual student must accept personal responsibility for his or her own actions.

If the parents demonstrate an unwillingness to cooperate, their student may be asked to enroll in another school.

At ACS, it is our conviction that in order to achieve success in the lives of our students, school administration, staff, parents, and students must work together within the objectives and purpose of ACS.

In any area of discipline, if the situation warrants, the administration has the authority to suspend or expel a student from the school.

DRESS CODE

The ACS dress code is intended to reflect principles of good taste and modesty. Students should dress in a way that neither dishonors God nor draws undue attention to themselves.

The dress standards which follow are intended as expressions of those principles. They are not designed to promote legalism nor regimentation. Within the guidelines there is sufficient latitude for individual expression and taste. However, fads or extremes of any kind in dress or hairstyles are not acceptable and will require corrective action by the administration. Any writing or emblems that are offensive or antagonistic to the values and beliefs of ACS, as determined by the administration, will not be allowed. Sloppy or "grubby" clothing will not be permitted.

It is the parents' responsibility to see that their student is dressed properly for school before leaving home each day. If a student is out of dress code, he/she will be issued temporary dress code clothing and must surrender the out-of-code clothing to the office for pick up after school.

The dress code of ACS is to be observed each day during the school year and for all participants in school programs, performances outside school, field trips, etc. unless specific permission has been given by the office.

If any staff member deems a student immodest or out of code in any way, the student will be issued a minor offense and sent to the office for correction. Students must be in dress code to be issued final exams.

General Guidelines

1. Unacceptable school attire: sweat pants, warm-up pants, wind pants, yoga pants, board shorts, pants or shorts made of flannel, velour, terry-cloth, mesh, dazzle, etc; see-through or bare-midriff tops (no skin should be seen when arms are raised); tight-fitting clothing; halter, tank, or sleeveless tops.
2. Clean and neat pants or jeans may be worn. No immodestly fitting clothing. Undergarments should not be visible. Pants must be worn appropriately at the waist. Jeans with chains or studs may not be worn. (No skin above the shorts length may be visible.)
3. Offensive or suggestive clothing or clothing advertising trademarks that aggressively promote values contradictory to those of ACS (Abercrombie & Fitch, Gilly Hicks, Ruehl, Hollister) may not be worn.
4. Clothing displaying secular bands, skulls, skeletons, weapons, or offensive material.
5. Shoes must be worn at all times. Bedroom slippers and shoes with wheels may not be worn.
6. Minimum shorts length is 6" from the floor when kneeling.
7. No coats may be worn or backpacks/sportbags/purses carried during school.
8. No hats or raised hoodies may be worn during school.
9. No chains, spikes or jewelry indicating group affiliation may be worn at school or at any school function.

Guidelines for Boys

1. Boys and their parents must see that hair:
 - Remains out of the eyes.
 - Should not extend beyond bottom of the ear.
 - Be neatly and evenly trimmed and off the collar on the back of the neck.
 - Does not include mohawks, fauxhawks, spikes, or non-natural colors.
2. Boys' facial hair is to be neat and well groomed at all times. No shaggy or unkempt appearance will be allowed. Compliance will be determined by the administration.
3. Nail color, tattoos, brands, body mutilations, earrings, or body piercings (including any magnetic jewelry) are not permitted for boys. Earrings may not be worn on school grounds and whenever representing Aurora Christian School at school functions or activities. Existing tattoos or brands must be also be covered.
4. No sweat/headbands may be worn during school.

Guidelines for Girls

1. Dresses, skirts and skorts must be at modest length (no more than 4 inches from the floor when kneeling). Sun dresses and dresses with spaghetti straps may not be worn.
*Tunics worn with leggings must meet the dress length requirement.
2. No sleeveless, bare midriff, tight, see-through, or cleavage-revealing clothes may be worn. When girls begin to develop, foundation garments must be worn.
3. PE attire, including shorts length, must be modest and appropriate as determined by the PE department.
4. Hair should be clean, well groomed, not extreme, and away from the eyes.
5. Tattoos, brands, body mutilations, or body piercings (including any magnetic jewelry) other than ear piercings, are not permitted for girls. Existing tattoos or brands must be covered throughout the school day and whenever attending school functions or activities.

Chapel Dress Guidelines

To enhance the chapel experience, students will be required to be in Chapel Dress on all Tuesdays and specially scheduled chapel days. Chapel Dress requires more dressy attire than regular school days. Jeans of any color, shorts, and clothing with writing or emblems are not allowed. Please observe dress code and modesty when choosing Chapel Dress attire.

DRIVER EDUCATION

Due to the prohibitive cost of operating a driver education program, classes will not be offered at ACS. Students may take driver education classes at the high school in their district of residence, at Aurora West High School, or at a private driving school.

DUNHAM SCHOLARS

Five junior and five senior Dunham Scholarships are awarded each year. "Dunham Scholars" are chosen based on scholastic achievement, Christian commitment, participation in school activities, and leadership potential. "Dunham Scholars" will report to a member of the staff and be assigned specific projects or responsibilities.

EAGLE AMBASSADORS

The Aurora Christian Eagle Ambassadors are a student admissions team consisting of at least one boy and one girl from grades 5-12. Ambassadors are trained to promote the values and achievements of Aurora Christian to the surrounding community. "Eagle Ambassadors" will report to a member of the staff and be assigned specific projects or responsibilities.

ELECTRONIC DEVICES

Use of electronic equipment on school grounds is prohibited from 7:00AM – 2:50PM. Translators for international students and Kindle devices for reading may be used. Permission for laptop use for specific classroom projects may be obtained from the principal. Violation will result in confiscation of the device, to be reclaimed in the office with parent permission and payment of a \$15 fine. The school assumes no responsibility for loss or theft of electronic equipment. Cameras or picture phones are NEVER to be used in locker rooms or bathrooms.

ELIGIBILITY

At Aurora Christian School, academics are second only to spiritual growth. Although we believe that extra-curricular activities are important in a student's development, they do not supersede the importance of academics. Therefore, eligibility rules have been established to provide more time for students to focus on improving their academic standing.

Eligibility lists become active following the third week of each semester. If a student is failing 2 or more classes at the end of any **school week**, he/she will be ineligible to participate in any extra-curricular activities (including games, practices, open gyms, etc.) during the following **eligibility week** (Wednesday through Tuesday). Eligibility reports will be distributed each Wednesday. In addition, a student will be ineligible if failing only one class for more than 3 weeks in succession.

If a student is ineligible at the end of first semester, he/she will be ineligible to participate in any extra-curricular activities until second semester begins.

EMERGENCY CLOSING

Information regarding emergency closings will be relayed via an automated voice call and posted on the home page of the school website. Please be sure that all contact information is updated regularly through RenWeb. Students will be expected to turn in assigned work on the day school resumes after an emergency closing. Assignments not turned in during the period in which they are due on the first day back in school after an emergency closing will be considered late.

EMERGENCY / CRISIS

Aurora Christian School has developed a comprehensive crisis plan in cooperation with local and state authorities. ACS has reciprocal safety agreements with IMSA, Aurora Central Catholic HS, and Rosary HS. Multiple safety drills approved by local fire and police departments are held each year. Portions of the crisis plan regarding parent notification procedures during a crisis may be found on RenWeb. Faculty members are trained in First Aid/CPR, and the school is equipped with Automated External Defibrillators.

FEES

All fees are included in the Curricular/Lab Fee except for the following charges to the student account:

1. Sports and club fees
2. Field Trip fees
3. Elective class fees
4. Online courses
5. Graduation fees

FIELD TRIPS

Students will have the opportunity to attend field trips throughout the year. Days missed will not be recorded as absences or count toward the 12-day attendance policy. Permission slips will be sent home in advance. Students assume full responsibility for all missed classes and assignments. All assignments are due as regularly scheduled. Quizzes/tests not taken and projects/assignments not completed on time will not be awarded credit.

Students are not required to attend any field trips; however, students that choose not to attend will still be required to report to school and complete any required alternate projects.

Aurora Christian School greatly depends on the involvement of parents for transportation and chaperoning of field trips and other off-site events. Please notify your student's class advisor if you would be willing to serve in this manner. Students may not transport other students during the school day without specific parental and administrative permission. Drivers and chaperones will be asked to read and abide by school guidelines, present a current driver's license, and show proof of auto insurance.

FINAL EXAMS

Comprehensive final exams covering each semester will be given in all classes during the last week of the semester. Students with outstanding balances on student accounts (tuition, lunch, fees, fines, etc.) will not be allowed to take final exams. Sixth grade final exams will count as eight (8) percent of the final semester grades. Junior high final exams will count as twelve (12) percent of the final semester grades. High school final exams will count as twenty (20) percent of the final semester grades. Seniors who are earning an A at exam time will not have to take the final exam for that class.

FINANCES

All family financial balances may be viewed online at any time through the Accounting tab of RenWeb. Account balances may be paid online through RenWeb or in the school's Finance Office. All tuition payment plans are managed through FACTS. Information regarding FACTS may be found on the school website or by calling the school's Finance Office. Please note that registration and FACTS fees are nonrefundable.

Students with outstanding balances on student accounts (tuition, lunch, fees, fines, etc.) will not be allowed to take final exams. Parents who are in arrears with regard to educational expenses for their student(s) face the probability of attendance interruption until the deficit is removed. Aurora Christian reserves the right to dismiss a student from school or take other appropriate action until all tuition and fees have been paid. Transcripts, access to final grade reports through RenWeb, and high school diplomas will be restricted until all tuition and fees have been paid.

Need-based financial aid applications are available through the school's Finance Office and must be submitted by the end of March.

FOCUS

General organizational and motivational help, as well as some class-specific tutoring, will be given during Focus to students who are having difficulty "across the board" in classes. Sixth grade students receive help from their classroom teachers. Students in grades 6-12 may be assigned a period of Focus (in place of study hall) if they are referred by teachers and/or the administration. Focus teachers will supervise implementation of accommodations noted in a student's Plan for Student Success. Parents of students in Focus will be routinely contacted. Please make sure that contact information is routinely updated in RenWeb.

FRESHMAN ORIENTATION

On the first day of school, freshman orientation will occur. Students will be introduced to their classmates, their teachers, and the building. Students will be encouraged to use a daily planner and will be taught organizational skills to use in their classes.

GRADE REPORTS

Individual class grades are available online through RenWeb, accessible via a link on the school website. Report cards will be accessible on RenWeb at the end of each semester when all tuition and fees have been paid. An e-mail will be sent notifying parents that final grades have been posted.

Grades are listed numerically. Please refer to the grading scale in order to determine the equivalent letter grade for each subject area.

GRADUATION

Graduation ceremonies will be held Sunday at 3:00pm on the last weekend of the school year. Participation is mandatory for graduating seniors. Special participation in graduation ceremonies will be by administrative invitation only.

Professionally printed announcements, invitations, and memorabilia will be available for special order in December.

HALLWAYS

No student is to be in the hallways during a class period without a pass from his or her teacher. Those students found out of class without a hall pass may be assigned a minor violation.

In an effort to keep our hallways safe and clean, all items left out of lockers will be relocated to Lost and Found.

HARASSMENT

Aurora Christian School is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect and which is free from all forms of intimidation, exploitation and harassment, including sexual harassment. The school is prepared to take action to prevent and correct any violations of this policy. Anyone who violates this policy will be subject to discipline, up to and including termination or expulsion. Our policy prohibits Employee-Student Harassment, Student-Student Harassment, and Student-Employee Harassment. Full copies of the harassment policy are available in the office or on the ACS web site at www.aurorachristian.org.

At Aurora Christian School, bullying is considered a form of harassment. Suspected incidents of bullying will result in an immediate conference including the students, parents, and Dean. Disciplinary consequences, which may include a behavior contract and/or suspension, will be determined by the administration. Repeated offenses of bullying will result in expulsion.

HEALTH

Aurora Christian School does not employ a school nurse; however, all faculty members are certified in First Aid and CPR. All accidents which occur during the school day or on any school sponsored trip will be reported to the office immediately. All injuries are immediately cared for and parents are notified. In an emergency situation, 911 will be called. In cases of student illness, a parent is notified and encouraged to come pick-up the student. All student medications are administered and documented through the main office.

A Medical Release/Parental Permission form must be signed by a parent/guardian and kept on file in the office for each student. This form provides the school with authorization for emergency medical treatment. Parents of students with special health needs (e.g. diabetes, anaphylaxis) must complete a Special Medical Procedures form. A staffing with appropriate school personnel will be coordinated.

All students will be required to fulfill the State of Illinois requirements concerning health examinations (entering grades K, 6th, 9th, annual sports physicals, transfer students, etc.) and immunizations. Reports of compliance will be submitted annually to the appropriate state agencies as required.

HELP CLASSES

Help classes will be offered, and in some cases required, for students needing extra assistance. The days and times of each teacher's help classes may be found on each teacher's RenWeb teacher page. Students will be excused from extra-curricular activities with a note from the help class teacher. A help class may be required by:

1. The administration, based on student academic performance.
2. The teacher, based on student academic performance.
3. The parent. Parents must contact the classroom teacher.

HOMEWORK

"Daily Grades" comprise 50% of the semester grade before averaging in the final exam. Homework checked for completion may average into one "daily grade" for the week. Announced quizzes are considered a "double daily grade."

In grades 6 - 8, homework assignments not turned in at the time when HW is collected will result in a maximum daily grade of 50 percent if turned in the following day during class. Homework assignments turned in more than one day late will result in a daily grade of "0" for the assignment.

In grades 9 – 12, homework assignments not turned in at the time when HW is collected will result in a daily grade of "0" for the assignment.

No homework (i.e., regular daily assignments) will be given over holiday vacations. Students may, however, be required to turn in a longer-term assignment upon return or study for a test if the scheduled testing period for that class falls on the day following a vacation.

HONOR ROLLS

After each semester grading period, honor rolls will be published. High Honor Roll has no grade point lower than 4.0 in any class. Honor Roll has no grade point lower than 3.0 in any class.

HONORS COURSES

Honors courses are offered in most upper level core subjects. Eligibility is dependent upon grade in the prerequisite course and teacher recommendation. English honors courses require an application and writing sample. Advanced Placement testing is available through the guidance office to students completing honors courses. Online dual-credit courses are available to juniors and seniors; the course fees for these classes are in addition to ACS tuition and are the responsibility of the family.

INSURANCE

All students will be covered during school hours and while involved in any school activity by a blanket student accident insurance policy. This insurance is secondary to your personal insurance. There is no extra charge for this service. No additional insurance will be available through the school.

LIBRARY

The library at Aurora Christian School is an important educational resource. All students must sign in when entering and sign out before leaving. Students in the library must be quietly conducting research, checking out materials, or completing make-up tests. (The library is not a gathering place for socializing. Students not engaged in library-specific tasks will be dismissed from the library.)

Traditional and computerized multi-media library materials are available in the school library. Student ID cards serve as library cards and must be presented in order to check out library materials. All materials must be properly checked out before taken from the library. Failure to do so will be considered theft. Students may check out materials for 15 in-class days. Materials may be renewed if no hold has been placed upon them. Student overdue fees accrue at \$.25 per in-class day the item is overdue.

LOCKER AND INSPECTION RULES

Each student will be assigned a hallway locker at the beginning of the year. PE students will be assigned a locker room locker. It is the student's responsibility to keep his locker(s) clean, neat, and locked at all times. Any large bags that do not fit in hallway lockers must be stored in Boys/Girls B locker rooms: drop off before school and retrieve after school. Bags in B locker rooms will not be accessible throughout the school day. The school assumes no responsibility for lost or stolen items. The administration reserves the right to search student lockers or materials contained in the lockers at any time. Periodic locker inspections may be conducted. Offensive or inappropriate materials may not be displayed inside or outside the lockers.

LOCKER ROOMS

Locker rooms will only be accessible during PE changing times. All books, lunches, etc. should be kept in the student's school hallway locker. Sports bags and large equipment may be stored in locker rooms or a designated storage area, but will not be accessible during the school day.

A student's PE locker must have a school lock on it. Non-school locks will be cut off by the office. Unlocked lockers may be locked by the PE staff with another lock which will be removed upon payment of a \$5 fine. Items left out of lockers may be confiscated and put in Lost and Found.

Perfumes, colognes, and body sprays may only be used in locker room shower areas.

LOST AND FOUND

Lost and found will be located in the exit hallway across from the art room and will be emptied regularly. Valuable found items (electronics, wallets, etc.) should be brought to the office. The school assumes no responsibility for lost items. Please make sure all personal items are properly labeled.

MEDICATION

A Medical Release/Parental Permission form must be signed by a parent/guardian and kept on file in the office for each student. This form contains an acetaminophen release option. Acetaminophen is commonly sold in drug stores under the brand names of Tylenol or Anacin III. Every dosage administered will be documented in your student's record. This record is available for your review in RenWeb.

If a student must take a prescription medication during school hours, a note indicating time and dosage must be on file in the school office. The container must bear the student's name and name of the medication. **ALL MEDICATION (EXCEPT ASTHMA, DIABETIC AND EMERGENCY ANAPHYLAXIS MEDICATION) IS TO BE GIVEN TO THE OFFICE AND WILL BE DISPENSED THROUGH THE OFFICE ONLY.**

MUSIC

It is the policy of our school to encourage wholesome and uplifting music. No sensual or suggestive music, or music which tends to encourage rebellion to authority, will be used or allowed to be a part of any activities related to our school, including school sponsored transportation. Only Christian music may be played on campus without specific approval by the administration.

MUSIC INSTRUCTION

Music is taught to students at ACS because we feel they need to be taught its importance in serving God. Music as an act of worship and a sacrifice of praise is stressed. We encourage students to give the best of their musical talents to the Lord. Instrumental and vocal music will be offered to every student.

Concerts are scheduled during the school year. Nonparticipation in scheduled concerts will affect the music student's grade. A student who misses a scheduled performance will be required to complete an alternate assignment. A grade of "0", equivalent to a test grade, will be recorded for each unexcused concert absence. A student will not be allowed to perform if out of concert dress code, which will also result in a grade of "0".

NONDISCRIMINATION POLICY

Aurora Christian School admits students of any race, color, nationality, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to ACS students. We do not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of our educational policies, admissions procedures, scholarship awards, athletic and other school administered programs. We do, however, reserve the right to deny admission to any individual who cannot benefit from enrollment based on past academic achievement, disqualifying disability, or whose personal life-style is not in harmony with the stated philosophy and purpose of Aurora Christian School.

ORGANIZATIONAL STRUCTURE

Aurora Christian School functions best when all involved follow a simple principle of communication and problem solving: Solve problems by involving the least number of people and at the lowest level possible. This approach is based on the teaching of Scripture as found in Matthew 18.

When trying to solve a problem, parents should first go to the teacher. If an academic problem cannot be solved there, the parent and teacher should go to the Curriculum Coordinator. If a disciplinary problem cannot be solved there, the parent and teacher should go to the Dean. If the problem remains, the parent, teacher, and Admin Team member will go to the Principal. If the problem cannot be solved with the Principal, all involved parties will go to the Superintendent.

If any issue cannot be resolved with the Superintendent, an appeal letter may be submitted to the ACS School Board for a final decision.

ORIENTATION

New Family Orientation will occur during early August; please watch your e-mail for date and time. Student Orientation is conducted for all new and returning students on the first day of school. Parent Orientation is conducted for all parents on the evening of the first day of school. Important policy and procedural changes will be discussed. It is important that both parents and students read and understand the Parent/Student Handbook. Parents must sign all necessary forms at the beginning of the school year, and are responsible for all information concerning their student's enrollment at Aurora Christian School.

PARENT-TEACHER COMMUNICATION

ACS is committed to providing strong school-home communications. In addition to Parent-Teacher Conferences, "A Week in the Life" – a weekly email update of events and information - and RenWeb are the primary vehicles for communication. Communication regarding class activities, special events, volunteer opportunities, etc. will be made through e-mail blasts. Homework assignments, student grades, lunch menus, announcements, family accounts, discipline notes, medication logs, and teacher e-mail addresses may be accessed through the parent login on RenWeb. A link to RenWeb is available on the school website. To access these tools, each family must have a valid e-mail account on file with the school. Please update your e-mail information through RenWeb or in the school office whenever changes occur.

It is the fundamental responsibility of the parent(s) to monitor their student's academic progress and initiate further communication. Teachers will make every effort to respond to individual parent messages. However, it is unrealistic to expect teachers to initiate frequent contact beyond the normal reporting procedures. Teachers can be contacted directly by phone or email.

PARENT-TEACHER CONFERENCE FAIR

Parent - teacher conference fairs will be held twice each year (fall and spring). Fair dates are posted in RenWeb and printed on the school calendar. Parents may meet with any or all of their student's teachers with no appointments required.

Conferences at times other than the Parent - Teacher Conference Fairs may be scheduled by contacting the teacher.

PATRIOTISM

We expect students to respect our country and the government. Students will be asked to pledge to the American Flag. Out of respect for those who have served or are currently serving our nation, we observe Veterans' Day and Memorial Day.

PLAGIARISM

Plagiarism may be defined as using the words or ideas of another person, intentionally or unintentionally, without giving proper credit, or any credit, to that person. Plagiarism is not only cheating; it is stealing and is punishable by law. It is important to document correctly in order to avoid expulsion from an institution of higher learning, or possible arrest and fines.

The penalty for plagiarism at Aurora Christian School is an automatic zero on the assignment and potential disciplinary action.

RENWEB

RenWeb is the school's administrative software which provides parents with access to lesson plans, homework assignments, student grades, daily announcements, lunch menus, accounting summaries and school directory information. Settings may be marked to provide instant grade and behavior e-mail alerts. Instructional e-mails are available, and parents are encouraged to contact the office for assistance when technical difficulties arise. A link to RenWeb may be found at www.aurorachristian.org

SAFETY

1. After 8:15 AM all exterior doors will be locked. After this time, students should enter through Door #1 to sign in at the office.
2. All visitors and volunteers must enter through the main school entrance (Door #1 - south side doors facing Sullivan Road), report to the main office and receive a "Visitor's Pass."
3. Students should never prop open an exterior door or open a locked door for school visitors.
4. All threats against teachers or students will be taken seriously and may be reported to local authorities.
5. Student lockers must remain locked at all times.
6. For safety concerns, the administration reserves the right to search student lockers, locker contents, book bags, purses, and automobiles. Students may also be asked to empty their pockets.

SCHOLARSHIPS

Partial tuition scholarships are available. Applications are available in the Finance Office and must be submitted by March 30. All families receiving scholarship agree to participate in a volunteer work study program.

SCHOOL DAY

The school day is 7:45 AM - 2:50 PM.

SCHOOL DIRECTORY

An ACS directory is available through RenWeb. This directory includes names, addresses, phone numbers, and email addresses of parents and students. Families are encouraged to regularly update their information. This directory is not intended as a source for solicitation purposes beyond normal school functions. Please respect this intent.

SCHOOL PICTURES

Color pictures will be taken each fall by a professional photographer and are available for parents to purchase. These pictures are used in the school administrative software, in the school yearbook, and for student ID cards. Details will be sent home in advance by the office.

SCHOOL VISITORS

Any person other than students, staff, faculty, administration, or board members are considered visitors on campus and must come directly to the office for clearance before going anywhere in the building. A visitor's pass will be issued from the office for each approved guest. Frequent parental visitation to the classroom is not encouraged during school hours.

SENIOR EVENTS

A winter senior trip has been scheduled for the members of the graduating class. All details of the trip will be planned by the sponsors and the administration. ACS faculty sponsors and one member of administration will accompany students on these trips.

Senior chapel will occur on the first chapel day after the senior trip. Students and class sponsors will work together regarding program and content.

One senior "skip day" is permitted and will be considered a class activity. Class sponsors and administration must approve the activity, and permission slips must be distributed/collected prior to the activity. Seniors who "skip" without permission will be considered truant, and disciplinary consequences will apply.

SKATEBOARDS, ETC.

In-line skates, wheeled shoes, skateboards, scooters and any other items that could be damaging to persons or property are not permitted on school grounds. Violation will result in confiscation of the device, to be reclaimed by a parent in the office upon payment of a \$15 fine. The school is not responsible for injury or death as a result of disregarding this policy.

SPECIAL EVENTS

Class competitions occur throughout Spirit Week in the fall. The winning class of Spirit Week will be awarded a half-day release to be spent in a class activity. The winning class sponsors and students must have their group activity approved by the administration, and must distribute/collect permission slips prior to the activity. Students not attending the class activity must remain in school.

Any student seeking to bring a non-ACS student to a special event (Homecoming, Winter Formal, Jr-Sr Banquet, etc) must obtain an official Guest Pass from the office. The Guest Pass must be filled out entirely and submitted to the Dean prior to the event. Without a completed Guest Pass, admission for the guest will be denied.

Same-gender dates (guests/escorts) will not be permitted to attend ACS special events under any circumstances.

SPECIAL NEEDS

Aurora Christian School desires to work with parents to help students with learning difficulties to succeed academically. However, we cannot provide services for every student with special needs. Test scores, current IEPs, current ISPs, and current 504 Plans will be reviewed in order to determine if we are capable of meeting a student's needs. Failure to submit prior testing/special educational records upon admission may result in immediate student dismissal. Upon admission, the Curriculum/Special Needs Coordinator will develop an Aurora Christian Plan for Student Success (PSS).

If a parent or teacher recognizes a possible learning difficulty, the Curriculum/Special Needs Coordinator should be notified. A process to determine the scope of difficulty will be initiated. This process may include referral for testing (through the student's public school district or a private service), discussion with each of the student's teachers, and placement in Focus (see Focus). We will cooperate with the public school districts by attending staffings and reviewing recommendations for accommodation.

STUDENT ACTIVITIES

Student activities at Aurora Christian School are intended to purposely promote the school's vision. We desire to offer opportunities for all students and families with varied interests. ACS activities are designed to build community and provide a venue for Christian witness. In addition, we determine to never be an offense or "stumbling block" through our activities. (1 Cor. 10, Rom. 14:13)

The school has a variety of scheduled events throughout the school year. Privately sponsored events may not be publicized on school grounds without specific permission from the Administration. Use of drugs, tobacco, or alcohol will in no way be allowed before, during, or after an event.

STUDENT IDENTIFICATION CARDS

Student ID cards will be issued at the beginning of school. These cards will be used for purchases in the cafeteria, library checkout, and student admission discounts. Defacement of ID cards is not permitted, and will result in the requirement of a new ID card. Replacement cards will be issued for \$10.00.

STUDENT RECORDS

Student cumulative files are maintained by the school office. Custodial parents may view these files upon request, and must give written permission for any outside professional viewing or transfer of records to another school.

SUMMER SCHOOL

All required classes failed for the semester must be completed during summer school. (Classes failed for the year must be retaken during the following school year.) Classes may be taken at ACS, your district's public high school, the community college of your residence, or an approved online program. If your student chooses to retake the class(es) at a location other than ACS, he/she must receive approval from the Guidance Office prior to officially enrolling.

Summer school at ACS is considered private tutoring and payment is made directly to the teacher. Schedules will be published on RenWeb and the school website during May. Please call the school office for more information.

SUPPLIES

General supply lists are available in the office or on the school website. Specific course supply needs will be explained during the first week of classes.

TELEPHONE MESSAGES AND USE (OFFICE)

Please arrange all matters ahead of time with your student. In cases of emergency, the secretary will take a message and notify the student. Students will be allowed to return emergency calls.

TESTING

"Test Grades" comprise 50% of the semester grade before averaging in the final exam. Projects and/or research papers may be assigned as double or triple "test grades." If possible, no more than two tests will be scheduled on any one day.

Standardized achievement tests will be given during the spring semester of each year. Dates will be published on the school website. Test results are available to parents upon request through the school office.

TEXTBOOKS

Students will be issued textbooks at the start of the school year. Students must return these books to the school at the end of the school year in relatively the same condition in which they were received. If a book is lost or damaged, the student will be held responsible for the cost of replacement or repair.

For some secularly-published curriculum items, Aurora Christian School participates in the State Board of Education Illinois Textbook Loan Program (ILTP). No fees will be assessed for use of ILTP textbooks. If special use of an ILTP textbook is needed (tutoring, summer review, etc), a parent or student may submit a request containing the following language: "I hereby request the loan of secular textbooks in accordance with Section 18-17 of the School Code. I understand that this request will remain valid so long as my son/daughter is enrolled in Aurora Christian School and that I may at any time withdraw this request." The classroom teacher or office personnel will notify parents if this written request applies.

TRANSPORTATION

Student Drivers:

Driving is a privilege. Failure to drive safely or follow ACS posted signs will result in the loss of this privilege. The administration reserves the right to inspect any vehicle driven by a student to school. The following regulations must be followed by those students who drive to school:

1. Register vehicle(s) through the main office.
2. Purchase a parking permit. (Permits must be visible while on campus.)
3. Park in assigned parking space. Parking in other areas/spaces will result in a \$10 campus ticket. Repeated tickets may result in the loss of driving privileges.
4. Do not enter cars during the school day without office approval.
5. Observe speed limit and operate vehicles in a safe manner at all times. Violation of this may result in a \$10 campus ticket and withdrawal of driving privileges.

* Unpaid parking fines will be automatically deducted from lunch account after 10 school days.

Students may not transport other students or leave campus without specific parental and administrative permission.

To facilitate transportation of students between campuses or to and from extracurricular activities, students often wish to ride with or drive other students. It is the parents' responsibility to provide adequate insurance coverage for their vehicles if their student is driving either alone or with others to school, extra-curricular events, or any other school related activity. It is also the parents' responsibility to monitor with whom their student is riding.

Car Pools:

Parents are responsible for forming car pools for the purpose of transportation of their children to and from school. The office will provide a listing of all school families living in your area at the beginning of the school year. The school cannot be responsible for the safety of the child in any car pool. It is the parents' responsibility to provide adequate insurance coverage for their vehicles if they are or their student is driving others to school, extra-curricular events, or any other school related activity. It is also the parents' responsibility to monitor with whom their student is riding. All students are to be dropped off on school property, and are not to leave campus until picked up in the afternoon.

Busing:

Before-school and after-school busing may be available for eligible students living in District 129 (West Aurora). Arrangements for this service must be made in advance in the ACS school office. The administration of Aurora Christian School will partner with all transportation providers to enforce appropriate behavior.

TRESPASSING

Students should never enter the school building without faculty supervision. Violation will be considered a major offense. Disciplinary action may include expulsion or legal prosecution.

VOLUNTEERS

Parents are encouraged to volunteer a part of their time on a regular basis to assist cafeteria staff, office staff, library staff, maintenance, fund-raisers, etc. Our school could not function without our volunteers. Please contact the office if you are available and would like to help. All volunteers working with students must fill out an application and submit to a criminal background check.

WEBSITE AND EMAIL

Please bookmark the ACS Website at www.aurorachristian.org. If you wish to email a specific teacher, click on his/her name/link in RenWeb or on the staff page of the school website.

WITHDRAWALS

Withdrawals from the school must be done through the school office. Tuition adjustment arrangements for families moving out of the school area may be made.

YEARBOOK

Yearbook pictures will be taken in the fall. Pictures deemed inappropriate by the administration will not be used. Yearbooks will be provided for all students. They will usually be available the first semester of the following year.

ACADEMIC CLASSES AND GRADING INFORMATION

Aurora Christian School uses the following grading scale in grades 6 - 12:

Letter	Percent	GPA	Letter	Percent	GPA
A	100 - 92	4.0	C	79 - 75	2.4
B+	91 - 90	3.7	C-	74 - 72	2.0
B	89 - 85	3.4	D+	71 - 70	1.5
B-	84 - 83	3.0	D	69 - 65	1.0
C+	82 - 80	2.7	F	64 - 0	0.0

All courses for high school credit earned at Aurora Christian School, at an accredited high school or college, or through an approved ACS tutor (other than Pass/Fail courses) are included in the GPA calculation. Weighted courses will only transfer in as "weighted" if a similar weighted course is offered at ACS. Home school coursework will be transferred in for credit, but will not affect GPA. Class rank is determined solely by the rank order of students' cumulative grade point averages. Grade point averages are figured using semester grades.

Specific course offerings may vary due to course enrollment.

All high school courses are weighted 4.0 on a 4.0 scale, except the following:

4.5 Classes: Anatomy & Physiology, Honors English II, Honors English III, Honors Geometry, Honors Algebra II/Trigonometry, Statistics & Trigonometry

5.0 Classes: Calculus, Honors Chemistry, Honors English IV, Physics, Precalculus & Discrete Math, Spanish III, Spanish IV, Spanish V

Online course weights will be determined by school guidance personnel based on comparison to classes offered at Aurora Christian School.

HIGH SCHOOL MINIMUM GRADUATION REQUIREMENTS

Subject	Required Credits
Bible*	4.00 credits
Technology	1.00 credits
English	4.00 credits
Foreign Language	2.00 credits
Health	.50 credits
History/Social Studies	3.00 credits
Mathematics (must include Algebra II)	3.00 credits
Physical Education	1.00 credits
Science (must include Chemistry)	3.00 credits
Required Academic Credits	21.50 credits
Required Elective Credit	4.50 credits
Total Required Credits	24.00 credits
Additional Electives Possible	6.00 credits
Total Semester Credits Possible	32.00 credits

*Waived for years not attending Aurora Christian High School.

Required classes failed for the semester must be completed in summer school. Required classes failed for the year must be repeated.

- To qualify as a sophomore, students must have accumulated at least 6 credits by the start of school in the fall.
- To qualify as a junior, students must have accumulated at least 12 credits by the start of school in the fall.
- To qualify as a senior, students must have accumulated at least 18 credits by the start of school in the fall

Students who transfer in during their junior or senior year may graduate with 22 credits. Most students will accumulate more than the minimum amount of credits for graduation. Aurora Christian School does not allow "early release" or graduate students early.

During senior year, all 12th grade students will be required to complete two core academic courses in addition to the standard required courses of Bible, English, and American Government/ Economics. In this case, "core academic courses" refers to the following categories: mathematics, science, foreign language, social studies electives, English electives.

To be eligible to receive the honor of Valedictorian or Salutatorian, students must have:

1. Attended Aurora Christian High School for the final six semesters.
2. Completed Honors Chemistry.
3. Completed 2 of the following:
 - Spanish III.
 - Math class at higher academic level than Trigonometry.
 - Science class at higher academic level than Chemistry.

All graduates who have earned a cumulative GPA of 3.5 will wear gold cords at graduation.

Students who fail to complete all of the requirements for graduation of Aurora Christian School, as approved by the Board of Directors and as outlined in the Parent/Student Handbook, will not be allowed to participate in graduation exercises until such requirements have been fully met.

HIGH SCHOOL RECOMMENDED COURSE OF STUDY

This is a general outline of a four-year high school plan. Students do not have to remain strictly in one "track." Schedules are created each year to ensure that each student is taking the proper courses.

Please contact the guidance office if you have questions regarding your student's individual course of study.

Yr	General Studies Track	College Prep. Track	Advanced Studies Track
9	Bible 9 Applied Technology English I Biological Science Algebra I or Alg I - Part 2 PE/Health 1.5 electives	Bible 9 Applied Technology English I Biological Science Geometry PE/Health Spanish I or World History .5 electives	Bible 9 Applied Technology English I Biological Science Honors Geometry PE/Health Spanish I .5 electives
10	Bible 10 English II Physical Science Geometry Spanish I World History 2 electives	Bible 10 English II Physical Science Algebra II Spanish I or II (World History) 2 electives	Bible 10 Honors English II Physical Science Honors Algebra II/Trig Spanish II World History 2 electives
11	Bible 11 English III US History Chemistry Algebra II Spanish II or Spanish III 2 electives	Bible 11 English III US History Chemistry Stats & Trig Spanish II or III 2 electives	Bible 11 Honors English III US History Honors Chemistry Precalc & Discrete Math Spanish III 2 electives
12	Bible 12 American Gov/Economics English IV 5 electives Electives must include 2 of the following: Science, Math, Spanish, SS elective, English elective	Bible 12 American Gov/Economics English IV 5 electives Electives must include 2 of the following: Science, Math, Spanish, SS elective, English elective	Bible 12 American Gov/Economics Honors English IV 5 electives Electives must include 2 of the following: Science, Math, Spanish, SS elective, English elective

MIDDLE SCHOOL ACADEMIC REQUIREMENTS

All middle school students will be scheduled into the following courses: Bible, English, History, Math, Science, and Physical Education. Sixth grade students participate in either band or choir.

Students will move from teacher to teacher throughout the day. All Middle School core classes are standard, with the exception of math. The standard math curriculum is Math 6, Pre-algebra in seventh grade, and Algebra I in eighth grade. Students having difficulty in Pre-algebra will be placed in Algebra (Part 1) during eighth grade before taking Algebra (Part 2) in ninth grade. Students will rotate through the following exploratories: art, computer, health, and home-economics. HS Spanish I may be taken as an eighth grade elective.