



# STUDENT REGISTRATION FORM

CHHS Revised 1/10/2020

## Student Information

Student First Name: \_\_\_\_\_

Student Last Name: \_\_\_\_\_

Username: Your username will be your school Email address

Password: UTSCchange7

State Student ID (SSID): \_\_\_\_\_

Student Graduation Year: \_\_\_\_\_

Student School email: \_\_\_\_\_

Current IEP or 504:      Yes                  No

District: \_\_\_\_\_

School: \_\_\_\_\_

## Parent Information

Parent First Name: \_\_\_\_\_

Parent Last Name: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Parent Phone: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

## School Counselor Information

School Counselor First Name: \_\_\_\_\_

School Counselor Last Name: \_\_\_\_\_

School Counselor Email: \_\_\_\_\_

Enrollment	Subject/Teacher	Quarter					Content			
		When the course will be taken					Which part of the course will be taken			
<b>Course 1</b>	Subject:									
Select 1:    Enroll    Withdrawal    Re-Enroll		SU	Q1	Q2	Q3	Q4	A	B	C	D
Select 1:    Original    Recovery    Summer	Teacher's name if Re-Enroll:									
<b>Course 2</b>	Subject:									
Select 1:    Enroll    Withdrawal    Re-Enroll		SU	Q1	Q2	Q3	Q4	A	B	C	D
Select 1:    Original    Recovery    Summer	Teacher's name if Re-Enroll:									
<b>Course 3</b>	Subject:									
Select 1:    Enroll    Withdrawal    Re-Enroll		SU	Q1	Q2	Q3	Q4	A	B	C	D
Select 1:    Original    Recovery    Summer	Teacher's name if Re-Enroll:									
<b>Course 4</b>	Subject:									
Select 1:    Enroll    Withdrawal    Re-Enroll		SU	Q1	Q2	Q3	Q4	A	B	C	D
Select 1:    Original    Recovery    Summer	Teacher's name if Re-Enroll:									
<b>Course 5</b>	Subject:									
Select 1:    Enroll    Withdrawal    Re-Enroll		SU	Q1	Q2	Q3	Q4	A	B	C	D
Select 1:    Original    Recovery    Summer	Teacher's name if Re-Enroll:									
<b>Course 6</b>	Subject:									
Select 1:    Enroll    Withdrawal    Re-Enroll		SU	Q1	Q2	Q3	Q4	A	B	C	D
Select 1:    Original    Recovery    Summer	Teacher's name if Re-Enroll:									

Guidelines:

- USC Courses are online and require an internet connection to access coursework.
- Courses can only be added and dropped during the first 10 days of any quarter.
- After the first 10 day of the enrolled quarter, a student will receive a letter grade that will count towards a student's graduation status.
- If a student earns a failing grade in a class that is required for graduation, the student will need to meet with their counselor regarding options for credit recovery.
- Students and their Parent/Guardian assumes all responsibility for the student's progress for completing online courses.
- Each course has an in person final proctored test at the testing location provided by Jordan School District.
- Courses are free of charge unless they are taken during the summer or for credit recovery. The associated cost is \$46.60 per .25 credit course. Course fees need to be paid before a student can begin working on a summer or a credit recovery course.
- Seniors need to note that they will need to finish USC courses early in order to be able to participate in graduation ceremonies.

Acknowledgment:

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent: \_\_\_\_\_ Date: \_\_\_\_\_



## Utah Students Connect Registration Policy

**By registering for a course with Utah Students Connect, students agree to the following.**

1. Students are responsible to understand and follow the policies, procedures, and practices as defined in the USC Procedures and Practices Manual found at [www.utahstudentsconnect.org](http://www.utahstudentsconnect.org).
2. Students and parents are responsible to understand and follow the policies, procedures, and practices as defined in the Manual for Parents and Students found at [www.utahstudentsconnect.org](http://www.utahstudentsconnect.org).
3. Students are expected to use appropriate online etiquette which includes the terms of the student's district acceptable use policy.
4. Students enroll with Utah Students Connect for courses only and remain enrolled with their primary school of enrollment.
5. Only students currently enrolled as a student in Cache County, Davis, Jordan, Murray, Nebo, or Park City School Districts may enroll in courses through Utah Students Connect.
6. Students enrolled with Utah Students Connect remain subject to the rules and policies of their district and their primary school of enrollment.
7. Students who enroll in online courses may be required to participate in state-mandated tests taken at their primary school of enrollment.

### **Fees**

8. All Summer Courses: \$46.50 per .25 credit course
9. Recovery Credit courses: \$46.50 per .25 credit course
10. Original Credit during the school year: no cost

### **Refunds**

11. Students who withdraw from a course prior to 2 weeks after enrollment may receive a refund for payment of that course.
12. Students who withdraw from a course after 2 weeks from enrollment will not be refunded for the payment of that course.

### **Withdrawal**

13. Students will contact their school counselor to be withdrawn from a course.
14. Student will receive a grade for all courses from which they have not been withdrawn.
15. Students may not be able to withdraw without receiving a grade past 10 days from the beginning of the term.

### **Course Completion**

16. All coursework is completed online through Canvas.
17. Regular access to a computer with a reliable high-speed internet connection is required to complete the coursework.

18. Online courses contain a similar amount of work as an in-person course.
19. "Attendance" in an online class is measured by student logins. Students are expected to maintain "attendance" by regularly accessing their course similar to the way they would be expected to attend an in-person course.
20. Students are expected to establish and maintain a regular study schedule and complete all assignments by the posted due dates to ensure successful completion of the course.
21. All courses are taken by quarters.
22. All coursework should be completed by the end of the term in which the student is enrolled.
23. Communication between student, parent, instructor, and district administrator will be made primarily through the Canvas inbox.
24. Students are responsible to initiate communication with their instructor or district administrator with any difficulties while completing the course.

### **Grades**

25. All courses are taken for a letter grade based on the final percentage earned at the end of the term in which the student is enrolled.
26. Grades earned in an online class, including failing grades, will have the same impact on a student's GPA as if taken in-person at the school.

### **Modules**

27. Course content is arranged in modules.
28. To ensure successful completion of all course content, students should access content through the modules page. This serves as a list of items that must be completed in order from top to bottom.
29. Students must complete previous modules before subsequent modules become available.

### **Due Dates**

30. Assignments in courses have due dates.
31. To successfully complete the course, students should turn in all assignments by the assigned due date.
32. All coursework should be submitted prior to the end of the term.

### **Final Exam**

33. A proctored final is required in each course and must be taken in-person at the end of the quarter.
34. Students are responsible to make arrangements to take their final exam prior to the end of the term according to their district policy.

### **End of Term**

35. At the end of the term, all courses will close.
36. Once the course closes students will not be able to submit assignments or take the proctored final.

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

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_