



## **Student Expectations**

EYC Academy offers students two asynchronous options when taking our courses. One is with an Ed Options Academy's instructors and the other is with EYC Academy instructors.

If you have not taken online courses before, it requires a different commitment from a traditional school. It is critical that you set aside time to do your course and to your plan.

Instructors in a virtual learning environment agree that students who are successful online have the following characteristics:

- **Good Time Management:** The student creates and maintains a study schedule throughout the semester and is disciplined in completing and submitting work.
- **Effective Communication:** The student asks for help, contacts other students and/or instructors online and describes any problems he/she is having with the learning materials. The student is able to advocate for himself/herself through contact with parents/guardians, support systems, counselors, and others who can provide assistance.
- **Academic Readiness:** The student has the basic reading, writing, math and computer literacy skills to succeed in an online course.
- **Technologically Prepared:** The student knows how to open, create and/or save a document, use various technology tools and identify file formats (e.g., doc, xls, pdf, jpg).



#### Student Commitments:

To ensure your success, it is important to work on your online course daily. You should plan to spend at least 1-2 hours per day on your course for successful completion.

Our Courses are asynchronous, meaning that you work independently, on your own time and pace. Our Certificated teachers review the work daily. If you have questions, you have the ability to communicate via email with your teachers.

Students are expected to maintain a recommended pace to assure completion of course(s) by the end of the academic year (or 18 weeks for 1 semester courses). All assignments must be submitted by the last day of the semester unless a documented medical or other issue has been submitted to and approved by EYC Academy. Assignments received after that date cannot be counted in the completion of the course. EYC Academy staff will notify the student and parent/guardian to encourage their participation.

#### Communication Expectations:

A valid, working email is essential since it is the main way instructors communicate with students.

Instructors check email every day or two on school days and will respond to student/parent email within a 48-hour period during the school week. Students are expected to respond to email messages from their instructor within 24 hours.

Students can reach out to their teacher through phone, email or designated collaborative learning/teaching tools at any time. Our instructors will respond within 24 hours to asynchronous communications sent by any student. Parents and Guardians can contact the EdOptions Academy Instructors or Program Manager at any time for their students' specific class concerns and/or questions.



Parent Commitments:

- I will remain in regular communication with the teacher for clarity on procedures, schedule, synchronous online meetings, or any other items pertinent to the success of my child.
- I will schedule regular school time for my child to focus on schoolwork during school hours and understand there may be specific times my child is required to be in meetings and group discussions with other students and the teacher.
- I will hold my child accountable for his/her online behavior.
- I will create a designated space for schoolwork that is distraction-free and conducive to learning.
- I am committed to understanding the virtual learning environment and will access the course as needed.
- I am committed to helping my child understand their technology and other necessary online resources they may need to use for their learning.
- I understand there may be set times every day that my child will be expected to be online for live class events.