

Dikaios Christian Educators Association

# A.C.T.S.

*Academic Christian Tutoring Support*



A.C.T.S. is a year-long tutoring program designed to further the academic studies of junior high and high school students. Students benefit from class discussions, science labs, and teachers who truly love both the subject matter and the kids. Primary curriculum for each class is Christian-based; supplemental curricula may be used by the instructor with the approval of the Academic Staff.

## Enrollment Packet

# Statement of Faith

1. We believe the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct. (II Timothy 3:16, II Peter 1:21)
2. We believe that the Bible is relevant for every situation. (Matt 4:4, Ps 19, II Tim3:17, Ps 119, Is 40:8)
3. We believe that the Bible sufficiently addresses all vital aspects of life. (2 Pet 1:3, 4, Ps 19, II Tim 3:17, Heb 4:12)
4. We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit. (Matt 3:16-17, Matt 4:1, John 14:16, Matt 28:19-20, 2 Cor 13:14) The Father is God. (John 6:44-46, Rom 1:7, 1 Pet 1:2) The Son is God. (Is 9:6, John 1:1, John 20:28, 1 Tim 3:16, Titus 2:13, Heb 1:8) The Spirit is God. (Acts 5:3-4, Heb 9:14)
5. We believe in the death of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory. (Isaiah. 7:14, Matt. 1:23, Luke 1:35, Heb. 4:15, Heb. 7:25, John 2:11, Heb. 9:12, Col. 1:14, John 11:25, Acts 1:11, Rev. 19:11-16)
6. We believe that man is sinful by nature and that regeneration by the Holy Spirit is essential and an absolute necessity for his salvation. (Romans 3:23, 29, John 3:16-19, John 5:24, Eph. 2:8-19, Titus 3:5, 6)
7. We believe in the continuing ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life. (Eph. 5:18, Eph. 4:30, I Cor. 3:16, I Cor. 6:19-20)
8. We believe in the resurrection of both the saved and the lost: Those who are saved unto eternal life and those who are lost unto eternal damnation (Jn. 5:28, 29)
9. We believe in the spiritual unity of believers in our Lord Jesus Christ. (Romans 8:9, I Cor. 12:12-13, Gal. 3:26-28)
10. We believe in the creation of man by the direct act of God. (Gen. 1:26-28, Gen. 5:12, Gen.1:1, John 10:37, 38)

# Code of Conduct

## Attitude/Language

We purpose to have wholesome language and positive attitudes toward the leadership of A.C.T.S. and the teachers of the classes. Disrespect, laziness, negative attitudes, and inappropriate language or conversations will be corrected with prayer and Biblical reproof.

## Dress Code

In order to provide a consistent, godly testimony that appears as professional as possible, we encourage you and your children to have a clean, well-kept, wholesome appearance. Appropriate attire will vary from activity to activity, but keep in mind the basic principle of wanting others to see Christ in us rather than be distracted by what we wear. Following is a list of clothing and accessories guidelines for both students and parents at Dikaio functions:

- Clothing, accessories, backpacks, etc. cannot contain questionable insignia (e.g. alcohol and tobacco products).
- Shirts: Shirts must have a minimum of 2 ½ inches of shoulder coverage, must not be too tight, low-cut, or midriff-baring.
- Pants: Pants cannot be revealing or immodestly large.
- Dresses/Skirts: Dresses and skirts must be no more than 3 inches above the knee.
- Shorts: Shorts must have at least a 5-inch inseam.
- Earrings: Boys may not wear earrings. Girls may wear earrings in the lower earlobe.

## Electronics

Students are permitted to have cell phones on campus, but they must be either off or on silent and may only be used in case of emergency or with the permission of the teacher or administration. Gaming systems and iPods are not allowed on campus.

## Kitchen

Parents and students are allowed to use the kitchen; please wash any dishes or utensils you use and put them away. The refrigerator is cleaned out periodically, and anything left in it for more than two weeks may be discarded.

## Parking

Parking is located in the lot across the street from the school; the driveway is at the end of the cul-de-sac on G Street. Please do not park on the street or in the cul-de-sac.

## Study Rooms

Junior high and high school students must be in class or enrolled in study hall while on campus. For those families with younger children who choose to stay on campus during academics, Room 102 will be available. A parent must be present in the room, and we ask that you leave the room in the same condition in which you found it (i.e. trash, vacuum, etc.).

# Academic Policies

1. To correctly place students in appropriate math classes, students will need to either take a placement test or be pre-approved by the teacher.
2. For some classes, parents may be required to correct their child's homework and a teacher's text may need to be purchased in addition to a student text.
3. Students will be assigned homework for the class, and it is the parent's responsibility to check the student's work each week for completion. Persistent negligence in completing work may result in the student being dropped from the class.
4. Teachers will provide monthly progress reports to the parents by the 10<sup>th</sup> of the following month. For those students enrolled in the Dikaios PSP program, monthly and semester grades will be included in their cum files. No semester grades will be given if there is an outstanding balance, including fines.
5. Students are required to perform their own work in graded classes. All evidence of cheating will be investigated, and confirmed instances will be reported to parents. Cheating students will also be subjected to appropriate disciplinary action as determined by Dikaios Academic Staff.
6. Teacher grading policies are reviewed and approved by the Dikaios Academic Staff. Students and parents are expected to respect the grading of the Academic instructors. If a grade is deemed unfair by a parent/student, please make an appointment to discuss the issue with the instructor outside of class hours. The Academic Staff will consider unresolved disputes on a case-by-case basis.
7. Time for classroom instruction is limited, so attendance each week is important. Excessive absences may result in the student being dropped from a class. Each student is allowed 2 excused absences per semester, and is only considered excused if the teacher is notified prior to the start of class. In the event of an absence, it is the responsibility of the student/parent to contact the instructor for missed assignments. Assignments not made up will be considered failed. (See handbook for complete details.)
8. Out of respect for the instructor and other students, punctuality is expected. If there are more than two tardies in a semester, a \$10 fine per additional tardy will be assessed.

## Drop Policy

If you decide to drop a class prior to June 15, you will not be required to pay that class fee. After June 15, you are responsible to pay all class fees for the entire year. **All registration fees are non-refundable.**

In the event that a teacher determines your student is not ready for the course load, your student may be transferred to a more appropriate class.

# Fee Schedule

**Registration:** The registration fee is \$115 for the first student plus \$30 for each additional student (due at registration). **All registration fees are non-refundable.**

Registration (May 2-June 15) \$115 + \$30 ea. add'l student (Non-Dikaios member - \$140/\$40)

**Please note policy change. There is no late registration. All registration forms and fees must be postmarked by June 15, 2017.**

**Insurance:** There is a \$10 fee for each family to help with insurance premiums.

**Class Fees:** Depending on how many days a week the class meets and the time allotted for each class, a yearly fee is assessed. In addition to the class fee, the science classes have a lab fee for the purchase of materials and specimens.

The insurance, class, and lab fees for the year are divided into 10 monthly payments. **Regardless of your date of registration, your first monthly payment must be postmarked no later than the 15<sup>th</sup> of July.** Payments may be mailed to:

Dikaios, P.O. Box, 9067, San Bernardino, CA 92427.

All other payments are due on the first day of class each month. A late fee of \$10 will be assessed after the 15<sup>th</sup> of the month. This late fee will accumulate monthly if payment is not received.

**Example:** Student #1 taking Biology, English 9/10 and Study Hall  
Student #2 taking Algebra I and Study Hall

Registration	\$ 145	(\$115 + 30)	
Insurance	\$ 10		
Class Fees	\$1025	(\$380 + \$235 + \$25 + \$360 + \$25)	
Lab Fees	\$ 50		
Total	\$1230		
		\$ 145.00	due at registration
		\$ 108.50	due July 15th
		\$ 108.50	due the first of each month (Aug-Apr)

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## Class Dates

August 10 – Mandatory Meeting

August 15, 17, 22, 24, 29, 31

September 5, 7, 12, 14, 19, 21, 26, 28

October 3, 5, 10, 12, 17, 19, 24, 26, 31

November 2, 7, 9, 14, 16, 28, 30

December 5, 7, 12, 14 **(End of Semester 1)**

**Christmas Break:** December 18, 2017 - January 5, 2018

January 9, 11, 16, 18, 23, 25, 30

February 1, 6, 8, 13, 15, 20, 22, 27

March 1, 6, 8, 13, 15, 27, 29

**Spring Break:** March 19 - 23 **\*Spring Break is subject to change**

April 3, 5, 10, 12, 17, 19, 24, 26

# Academic Statement of Intent

After reading the Dikaios Statement of Faith, Code of Conduct, and Academic Policies found in the enrollment packet, please initial the following statements and sign this Statement of Intent.

\_\_\_\_\_ I have read and agree with the Statement of Faith.

\_\_\_\_\_ I have read and agree to abide by the Code of Conduct.

\_\_\_\_\_ I have read and agree to abide by the Academic Policies.

\_\_\_\_\_ I understand my child will be assigned daily work for the academic classes, and I agree to be responsible to watch over and check my child's work for completion.

\_\_\_\_\_ I understand that persistent negligence may result in being dropped from the program. Our drop policy does apply in this situation.

\_\_\_\_\_ I understand that teachers will be available for consultation and to answer any questions I might have. (Each teacher will give you his/her hours of availability.)

\_\_\_\_\_ I understand that materials required for the class must be purchased and in the student's possession prior to the first day of class.

\_\_\_\_\_ I understand I am making a financial commitment and that I am required to pay all fees, even if I choose to withdraw my child from the class.

\_\_\_\_\_ I understand I cannot be enrolled in a charter school.

\_\_\_\_\_ I have read and understand our Drop Policy.

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Signature of **Parent**

Date

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Signature of **Student**

Date

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Signature of **Student**

Date

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# Medical Release

In the event of an emergency, I hereby authorize Dikaios Christian Academy, as agent for me, to consent to any x-ray examination; medical, dental, or surgical diagnosis; treatment; and hospital care advised and supervised by a physician, surgeon, or dentist (as appropriate), licensed to practice under the laws of the state where the services are rendered, either at a doctor's office or in any hospital. I expect to be contacted as soon as possible. I release Dikaios Christian Academy from liability in the case of injury. This authorization shall remain in effect until June 30, 2018, unless revoked sooner in writing.

PRINT PARENT NAME: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FOR EACH CHILD: (Please print)

1. Name: \_\_\_\_\_ DOB: \_\_\_\_\_

2. Name: \_\_\_\_\_ DOB: \_\_\_\_\_

3. Name: \_\_\_\_\_ DOB: \_\_\_\_\_

4. Name: \_\_\_\_\_ DOB: \_\_\_\_\_

5. Name: \_\_\_\_\_ DOB: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_

PHONE: \_\_\_\_\_

MEDICAL INSURER: \_\_\_\_\_ ACCT # \_\_\_\_\_

MEDICAL INFORMATION: Please list any allergies, medications, handicaps, or limitations that may be important to medical personnel.

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# Student Arrival / Departure Times

My student(s) will be arriving/leaving the Dikaios campus at Faith Bible Church via:

\_\_\_\_\_ Walking/Biking                      \_\_\_\_\_ Driving Self                      \_\_\_\_\_ Dropped off by Parent

\_\_\_\_\_ In a Carpool (Please indicate all parties participating)

Driver \_\_\_\_\_

Driver \_\_\_\_\_

Student \_\_\_\_\_

Student \_\_\_\_\_

Student \_\_\_\_\_

Student \_\_\_\_\_

\_\_\_\_\_ Other \_\_\_\_\_

Please list each student and check the periods they will be on campus\*

**Student Name:** \_\_\_\_\_

## Tuesdays

## Thursdays

8:15 – 8:45 \_\_\_\_\_

8:15 – 8:45 \_\_\_\_\_

Period 1 \_\_\_\_\_

Period 1 \_\_\_\_\_

Period 2 \_\_\_\_\_

Period 2 \_\_\_\_\_

Period 3 \_\_\_\_\_

Period 3 \_\_\_\_\_

Departure Time \_\_\_\_\_

Departure Time \_\_\_\_\_

**Student Name:** \_\_\_\_\_

## Tuesdays

## Thursdays

8:15 – 8:45 \_\_\_\_\_

8:15 – 8:45 \_\_\_\_\_

Period 1 \_\_\_\_\_

Period 1 \_\_\_\_\_

Period 2 \_\_\_\_\_

Period 2 \_\_\_\_\_

Period 3 \_\_\_\_\_

Period 3 \_\_\_\_\_

Departure Time \_\_\_\_\_

Departure Time \_\_\_\_\_

If you need to make changes to this form, you must do so in person.

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

\_\_\_\_\_  
Date

\*All students must either be in class or in Study Hall while on campus. Students are not allowed to roam the campus unsupervised.