

DEKALB EARLY COLLEGE ACADEMY



Prospective Scholar Application Checklist

2020-2021

Parent/Guardian of: _____ Grade 2020-2021 school year: _____

Below are the items needed to complete this student's application to DeKalb Early College Academy for the 2020-2021 school-year. The checklist should be placed in front of the application and the other supporting documents behind the application. **Applications can be turned in beginning January 6, 2020 and are due by February 7, 2020 at 3pm. Incomplete application packets will not be reviewed for acceptance into DECA.**

DECA Application for 2020-2021

- Student Letter of Interest (must be handwritten in blue or black ink, **not typed**)
- Sealed Copy of Discipline, Academic, and Attendance Transcripts/Records from all schools the student attend for grades listed below. **These documents cannot be faxed or mailed.**
 - Students applying for 9th grade must have all transcripts/records for grades 6th – 8th.
 - Students applying for 10th grade must have all transcripts/records for grades 7th - 9th grade.
- 2 Sealed Teacher Recommendation Letters (Only your **current Math** and **current English** teacher recommendation)
- Test Scores
 - Students applying for 9th grade are to submit 7th Grade Milestone Scores. (SAT-9, ITBS, MAP, or other standardized assessment if coming from a private school) **Required for incoming freshmen only.**
 - Students applying for 10th grade are to submit 8th Grade Milestone Scores and EOC (SAT-9, ITBS, MAP or other standardized assessment if coming from a private school) **Required for incoming sophomores only.**
- Scholar/Parent Assurance Form (**please review Uniform Regulations, Contract, and all Agreements before signing the assurance form**).
- Sealed documents completed by counselor
 - DCSD Program of Study Selection/Advisement Form
 - DeKalb Early College Academy Rising 9th/10th Grade Registration Form

Please Note: Students offered admission into DeKalb Early College Academy must provide their 2nd semester report card and their most recent Georgia Milestone scores by June 17, 2020.

All portions of the application must be submitted directly to:

**Attention: Application Committee
DeKalb Early College Academy
1701 Mountain Industrial Boulevard
Stone Mountain, GA 30083
Phone: 678-875-2402**

"CREATING A COLLEGE-GOING CULTURE.....ONE STUDENT AT A TIME!!"



8th Grade Teacher Recommendation (if applying for 10th grade entry get a 9th grade teacher recommendation)

All applicants are required to get **one English and one Math** teacher recommendation.

To the Candidate: Please print your name legibly below and give this form to your chosen core content teacher.

Candidate's Name: _____ Student Number: _____

To the Teacher: The person named above is applying to DeKalb Early College Academy. The Admissions Committee needs a candid recommendation as it chooses among highly qualified students. Please state your thoughts about the student's academic and personal qualifications. Your recommendation will remain confidential. The Admissions Committee does not provide access to application material to the candidate or to his/her family.

Thank you for your assistance.

Teacher Name (please print): _____ Content Taught: _____

Name of School _____ Contact Number: _____

RATINGS

Compared to other students in the same class/grade level, how do you rate this student?

	Below Average	Average	Good	Excellent (Top 10%)	One of the few encountered in my career
Academic Achievement					
Leadership					
Participation in extra-curricular activities					
Adjustment to new situations					
Self-discipline					

What are the first three words that come to mind as you describe the candidate?

Please seal in an envelope (with signature and date on envelope) and return to student.



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**DeKalb Early College Academy
PARENT AND SCHOLAR AGREEMENT
ACKNOWLEDGEMENT SIGNATURE FORM
2020-2021**

Scholar Name _____

Grade Level _____

Your initials/signature acknowledges that the parent/guardian and the scholar have reviewed all contracts/agreements. And, are aware of the following guidelines, contracts, and agreements of DECA particularly:



_____ Parent/Guardian Agreement (including volunteer requirements)

_____ Scholar Agreement (including volunteer requirements)

_____ Performance Criteria Contract (academic, behavior, and attendance requirements)

_____ Uniform Policy/Contract

FAILURE TO COMPLY WITH ALL AGREEMENTS AND CONTRACTS MAY RESULT IN A SCHOLAR RETURNING TO THE COMMUNITY HIGH SCHOOL. I DO UNDERSTAND THAT DeKalb Early College Academy IS A SCHOOL OF CHOICE AND IF PROGRAM EXPECTATIONS ARE NOT MET, MY CHILD WILL RETURN TO THE COMMUNITY HIGH SCHOOL. I CANNOT APPEAL ONCE THIS DECISION IS MADE.

Student Name Printed

Student Signature

Date

Parent/Guardian Name Printed

Parent/Guardian Signature

Date

This form will be kept on file at school for our record.

THE DEKALB EARLY COLLEGE ACADEMY
SCHOLAR AGREEMENT
2020-2021

DECA Scholars' Mandate

Scholars must maintain a minimum 2.75 unweighted grade point average (GPA). Failure to do so will result in being placed on academic probation or immediate dismissal. If academic performance is not improved to at least a 2.750 GPA after one semester on probation (the end of the probation period), the scholar must return to their Community High School.

Scholars attending Georgia State University at Perimeter College must also remain a 2.000 GPA with their college courses. Additionally, scholars must be in good attendance and discipline standing with GSU at Perimeter College. If any scholar is not allowed to attend GSU at Perimeter College for academic, attendance, or behavioral reasons, the scholar must return to their Community High School.

Scholar's Pledge

I pledge to:

- Commit to the challenge and rigor of the program by fully completing classwork, homework, projects and all other assignments in a timely manner.
- Prepare for assessments to the best of my ability.
- Attend school each day and arrive on time to school and class. Be prepared by having textbooks and materials.
- Engage in responsible classroom participation demonstrating appropriate behavior, attitude, and exhibiting respect for self and others at all times.
- Behave in a manner that is commensurate with a prospective college student; exhibit good decision-making skills, self-control, and self-direction at public venues, school assemblies, in class, and on field trips etc.
- Adhere to the uniform dress code regulations fully and completely.
- Follow expectations regarding book bags and electronic devices (cell phones, iPods, etc.).
- Not engage in cyber bullying, bullying, or threatening of any kind.
- Complete 20 hours of volunteer service each school year by June 15th.

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KEEP this agreement for your record!



THE DEKALB EARLY COLLEGE ACADEMY



PARENT/GUARDIAN AGREEMENT

2020-2021

Scholar Name _____ Grade Level _____

DECA administrators, professors, and staff are committed to ensuring that DECA scholars successfully complete their courses at DeKalb Early College Academy/GSU at Perimeter College, and are properly prepared to move on to a 4-year institution and/or career. In order to jointly achieve this goal, parents and scholars are asked to commit to supporting educational success by entering into this agreement.

As PARENT(S)/GUARDIAN(S) for the above mentioned scholar, I pledge to:

- Volunteer at least 10 hours per semester per family; for a total of 20 hours per year to be completed by April 30th of each school year.
Note: Opportunities for volunteering will happen year-round and emails will be sent. If you would like to volunteer during the school day it is imperative that you schedule this in advance. Hours may also be contributed in the form of food, drink, or monetary donations. These donations will be used for Saturday School, dances, or other school events. Request will be made via email when donations are needed. (\$5 donated = 1hour).
- Pay class dues on or before due dates. *Please see attached Class Dues handout for your scholar's grade level.* Dues may be paid in full if you do not need a payment plan.
- **Join the PTSA during the month of August.** Parents who have not joined are in violation of this agreement.
- Attend a minimum of three (3) required PTSA meetings per academic year as verified by the sign-in sheet at each meeting. Parents will also receive DECA volunteer hours for attendance.
- Support the uniform dress code regulations fully and completely.
- Be proficient in utilizing technology in order to facilitate and enhance home/school communication via e-mail, Parent Portal, DECA Website, Newsletters, and automated Calling Post. Parent Portal must be checked weekly.
- Attend a minimum of two (2) Parent Involvement Workshops and/or In-services designed to provide information on required student assessments or other areas related to the school program/parenting.
- Attend Student Support Team Meetings/Annual Conferences by invitation.
- Attend parent/teacher conferences as needed each semester to discuss the academic progress or other matters related to my scholar.
- Review progress reports each grading period to maintain awareness of my scholar's progress at DECA.

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**DEKALB EARLY COLLEGE ACADEMY
PERFORMANCE CRITERIA CONTRACT
2020-2021**

Scholar Name _____

Grade _____

STUDENT CONTINUATION GUIDELINES FOR DECA

Satisfactory performance in the key areas of academics, behavior and discipline at DeKalb Early College Academy is necessary for continuation in the program. In addition to the criteria listed below, all 9th/10th graders must be in full compliance with the school uniform expectations.

Performance Criteria

Scholars must...

- Maintain a cumulative unweighted **2.75 grade point average each semester.**
- Meet the DECA **promotion requirements** each year. If a scholar does not satisfy the promotion requirement, the scholar will be withdrawn from the program. The scholar will then be enrolled in his/her community high school. Six (6) units are required for promotion from grade 9 to 10. Twelve (12) units are required for promotion from grade 10 to 11.
- Meet expectations for **attendance**. Students should accumulate **no more than five** unexcused absences per school year. Over five absences will require an Attendance Contract and referral to the Student Continuation Committee (SCC). Excessive tardiness will also lead to an attendance contract.
- Meet expectations for discipline. Students with **excessive discipline incidents** (including **uniform violations**) will require a Behavior Contract and referral to the SCC.
- Scholars attending GSU at Perimeter College (GSU PC) must remain in good academic, behavior, attendance, and discipline standing with GSU PC. If any scholar is not allowed to attend GSU PC for any reasons, the scholar will be withdrawn from the program and must enroll in their community high school.

Probation/Continuation Procedures

When a scholar has not met the performance criteria...

- The scholar will be placed on one semester of academic probation when possible. 10th grade students must have a minimum 2.75 GPA to attend GSU at Perimeter College. Scholars who do not have this minimum GPA will have to return to their Community High School. GSU at Perimeter College students that have a college GPA below a 2.000 will have to return to their community high school.
- Students who have more than 5 tardies and 3 absences will be placed on Attendance probation/contract for a semester or referred to the Student Continuation Committee for review and possible release from the program.
- Students who have discipline infractions and/or more than 5 uniform violations will be placed on Behavior probation/contract, referred to Student Continuation Committee, and possibly released from the program.
- The parent will be notified of deficiencies in performance.
- The progress of the scholar will be reviewed during the semester by the Student Support Team and again at the end of the semester. The parents will be alerted concerning the status of their child via a meeting (or phone call) with a member of the Student Support Team.
- The Student Support Team (SST) consists of the Head Counselor and Student Support Specialists
- When a scholar attains the required 2.750 grade point average after being on probation for one semester, then the scholar will return to a satisfactory academic performance status. However, scholars are only allowed to be placed on **one** semester of academic probation. Students falling below a cumulative G.P.A. of 2.750 more than once will be withdrawn from DECA and must enroll in their community high school.
- **If any scholar is not allowed to attend GSU at Perimeter College for academic, attendance, or behavioral reasons, the scholar will be withdrawn from the program and must enroll in their community high school.**

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DEKALB EARLY COLLEGE ACADEMY
UNIFORM POLICY/CONTRACT
2020 - 2021



Name: _____

Grade: _____

The philosophy of DeKalb Early College Academy is to provide a comprehensive, college preparatory educational program for scholars in a highly structured setting. Emphasis is placed on high academic standards, good attendance and a strict code of conduct.

Part of the strict code of conduct is a mandatory uniform dress code. Scholar's uniforms must always be neat and worn with pride since it reflects both home and school. The uniform is a symbol of unity, pride, and excellence. *Spirit Days will take place during the school year. On Spirit Days scholars will be allowed to wear specific attire. Jeans worn must be in compliance with DeKalb County School System and DECA Dress Code Policies. No jeans with tears, shredding or holes in them will be allowed.*

Your child is in violation of the DeKalb Early College Academy MANDATORY uniform policy if the following is NOT worn:

Days of the Week	Ladies	Gentlemen
Monday – Friday	<ul style="list-style-type: none"> • Black DECA Cardigan • Solid Black Shoes or Sneakers with black laces. No Sandals, Boots, or Heels • Uniform Polo Shirt – White, Black, or Tan with Logo • Black Belt with Plain Buckle • Uniform Slacks in Black or Khaki • <u>No Tight/Skinny/Stretch/Spandex pants, No Jeans, No Cargo, and No Capri pants</u> • Uniform Skirt/Shorts in Black or Khaki (no higher than 2 inches above the top of the knee) • Solid (Black) Socks/ Tights/ Stockings 	<ul style="list-style-type: none"> • Black DECA Cardigan • Solid Black Shoes or Sneakers with black laces. No Sandals, Boots, or Heels • Uniform Polo Shirt – White, Black, or Tan with Logo • Black Belt with Plain Buckle • Uniform Slacks in Black or Khaki • <u>No Tight/Skinny/Stretch/Spandex pants, No Jeans, No Cargo, and No Capri pants</u> • Uniform Shorts in Black or Khaki (no higher than 2 inches above the top of the knee) • Solid (Black) Socks
Announced DECA Spirit Days	DECA Spirit Wear and Jeans (No holes or rips in jeans)	
Permitted Items that can be worn in addition to uniform	<ul style="list-style-type: none"> • Lightweight plain, all Black sweater under your cardigan. 	

The following are also in violation of the DECA Mandatory Uniform Policy/Dress Code:

1. No Capri pants
2. Hoods or hats of any kind worn in the building
3. Facial piercings (including lip, tongue, nose rings)
4. Outer Coats worn in class; colored or print jackets in the building.
5. Wearing their shirts untucked and/or sagging pants.
6. Headbands, hair bows, roses, and other hair accessories that are not black, khaki, or white (school colors).
7. Knee high or thigh high stockings; anything other than plain tights (tights cannot have textures or designs)
8. No oversized rings/bracelets/earrings of any kind (Earrings for boys are prohibited)

Based upon DeKalb County School System Code of Conduct and the local school Scholar Handbook, the Uniform Code is effective the first day of school.

All scholars are expected to adhere to the expectations of appropriate dress as indicated in this Contract, Scholar Handbook and the Uniform Regulations.

CONSEQUENCES: The consequences for not following the uniform code are as follows and **are effective August 2017 based on the DeKalb County School System Code of Conduct:**

Number of Offenses	Action of the School:
First Offense*	Verbal Reprimand, Contact Parent and In-School Suspension (ISS) until end-of day or correction of the violation
Second – Third Offense*	Parent Contact and two - three (2-3) days of Detention
Fourth Offense*	Parent Conference and up to (2) days ISS/Behavior Contract.
Fifth Offense*	Contact Parent, up to three (3) Days ISS or one (1) Day OSS. Chronic repeated violation of this expectation will result in the charge of #19a- Repeated Violation of School Rules, #25- Dress Code Violation and a possible dismissal from DECA.

*Scholars failing to comply with the dress code/uniform policy will need to have their parents deliver them the correct uniform before being admitted to class. Parents will be contacted regarding uniform violations.

The local school administration reserves the right to make the final judgment regarding uniform, hair appropriateness, and jewelry. The administration reserves the right to modify the dress code for special occasions and will communicate such to scholars/parents. Any additional occurrence may result in Local School Probation or returning to Community School.

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