

Dear Parents,

Academy for Thinkers (AFT) has grown so much within this last year that we're nearly at capacity!

Which leads me to consider what I can and should provide for my students.

AFT is not a business but my passion: anyone who is familiar with me and my teaching style should know I put every effort in to teach, help, and encourage students to be and do their best. Knowing that there will now be a waiting list for students gives me pause to consider how best to serve my students and parents.

One of the issues I have had continually throughout my teaching career is student workload production. While there are a number of reasons why students are not always able to keep up with their homework assignments, it's an important life skill to learn how to manage work and time adequately to stand by their commitments, to learn how to communicate the problems they may have, and to problem solve issues on their own, so that they may produce the best quality work they can.

From now on, AFT will hold students more accountable for their work by introducing Priority Spots.

Priority Spots are spots held ahead of time into the next term ensuring that the students will be able to continue into the following term. That means, if a student does not maintain their commitments to AFT, they will be considered TIERED II students and they will have to wait until all students who are given Priority Spots AND allow all New Students to enroll before TIERED II students are allowed to enroll themselves. If there are no spots left in the class after Priority Spots and New Students enroll, they will need to be WAITLISTED until the NEXT available academic term to enroll as a New student.

Please note: The maximum number of students per class is twelve (12) and I will **not** be hiring any new teachers to expand the school to add more students.

I believe holding students accountable for their work is a good way to encourage students to be more committed to their work at AFT and thus, learn how to best meet and achieve all their commitments in life – now and later as an adult. If they are not willing to be committed, their spot should be given to a student who is willing to commit and put their full effort in.

Therefore, I will be introducing a Contingent Enrollment Contract, stipulating what is expected of enrolled students throughout the term, that all students are responsible for signing on their first day of class. Upon completion of their current term, I will conduct Parent-Teacher meetings to discuss their progress in the term as well as whether they were able to meet their commitments over the course of the term.

My own commitment will stay the same: I will put my full effort in to support and encourage students. However, while I fully commit to being available to support students, the students are responsible for their own work; namely, maintaining their own workload and communicating with me should any problems arise.

If you have any questions, please do not hesitate to ask.

Best regards,

Christina Pham

Contingent Enrollment Contract

Academy for Thinkers (AFT) and _____ hereby agree to the following enrollment terms for a **priority spot held in the Summer/Fall 2019 class** position at AFT:

- Students will begin on **the week of 14 January 2019** as an **enrolled student**.
- Responsibilities will include:
 - Completing homework assignments in a timely manner.
 - Coming to class, with no more than three absences per term.
- Students will have access to Study Hall time on Saturdays, 6-8pm or any other time, prearranged with Ms Christina to support their efforts in maintaining their workload.
- Students will have access to Ms Christina via Text or Email or any prearranged office hours for any short response questions they may have.
- Students will be able to make-up in other classes, should they be absent, but must prearrange with Ms Christina first.

Acceptance of _____ as an **enrolled student with a priority spot held in Summer/Fall 2019** will be contingent on the following criteria:

- Students must maintain their workload in a timely manner with no more than three weeks of missing homework assignments by the end of the Spring 2019 Term.
- Students' work must be of good quality, not rushed or copied with little thought.
- Students must communicate with Ms Christina about any scheduling conflicts ahead of time and any assistance they need with understanding the materials.

If the Student fails to pass any of the aforementioned criteria, he or she will be inadmissible as a **Priority Student with first access to classes in Summer/Fall 2019** at AFT, which will render this contract null and void. Both parties agree that this contract is acceptable and applicable to the position in question.

(Student's Signature)

(Date)

(Instructor's Signature)

(Date)