

REGULATION

MONTGOMERY COUNTY PUBLIC SCHOOLS

Related Entries: CGA, CGA-RA, ISA, ISB-RA, ISB-EA
Responsible Office: Associate Superintendent for Special and Alternative Education
Department of Adult Education and Summer School

Secondary Summer School Sessions

I. ADMISSION

- A. Secondary schools are to send notices to parents, warning of student failures at the end of the fifth report period. This will give parents an opportunity to consult with the school regarding summer school opportunities for their children. Final notice of failures, with recommendation for attendance at summer school, will be mailed to parents at the end of the regular school year.
- B. All applications for admission to the summer school sessions by Montgomery County students must be approved by the principal prior to the opening of the session. Students should obtain the proper application form from the counselor of the school where he/she is currently enrolled (MCPS Form 325-10). Applications should be completed and returned to the school with a check or money order for the proper tuition.
- C. Only students who have completed seventh grade or higher are eligible to attend a secondary summer school. All present twelfth grade students are eligible to participate in summer school classes immediately following graduation in June. Graduates may return for postgraduate courses until they have reached their twenty-first birthday.
- D. Private, parochial, and nonresident students may obtain application forms from any Montgomery County public secondary school. Application forms should be completed and forwarded with a check or money order to the center which the student wishes to attend.
- E. Adults may enroll in the typing and driver education courses. Application forms, together with check or money order, should be forwarded to the center that the applicant plans to attend. The tuition for adults is the same as for other students.

II. CREDIT

- A. The summer program is designed basically for students who are presently enrolled in the grade indicated for the offering of the course. This, however, does not prevent students in Grades 7-12 from taking advanced work. All advanced work should be cooperatively planned by the student and school and be approved by the counselor.
- B. Students enrolled in Grades 8, 9, 10, and 11 during the immediate past school year are eligible to enroll in courses for original credit one year in advance of their grades. Students in Grade 7 may enroll for advanced work in Grade 8 but are not eligible for credit. The maturity of the student for advanced work will be determined by his/her school.
- C. A student may earn a maximum of two credits. No student will be allowed to take courses in advance of the grade in which he/she is to be placed the following school year.

III. TUITION, FEES, PAYMENT, AND REFUNDS

Tuition is to be paid at the time of registration. Tuition fees are established annually by the Board of Education. Specific instructions concerning, dates, and tuition fees are found in the *Summer School Bulletin* issued in the spring of each year. If a sufficient number of students do not enroll for a class, the student may be transferred to a center where such a class is organized. A student may apply for tuition to be refunded if the transfer is not acceptable.

IV. LENGTH OF TERM AND HOURS

The dates, hours, and length of the secondary summer school session will be approved by the Board of Education.

V. COURSE OFFERINGS

Offerings will be determined annually by the needs of the school system.

Administrative History: Formerly Regulation No. 325-3, May 3, 1967, amended by *Summer School Bulletin*, April 1982 (directory information updated); revised 1989.