



ORU | *eAcademy*

**PARENT/STUDENT
FALL 2012 HANDBOOK
GRADES 3-12**

ORAL ROBERTS UNIVERSITY eACADEMY

GRADES 3-12

**PARENT/STUDENT
FALL 2012 HANDBOOK**

ORAL ROBERTS UNIVERSITY
COLLEGE OF EDUCATION
7777 South Lewis Avenue
Tulsa, Oklahoma 74171-0001

800 | 678 5899

web: www.ORUeAcademy.com



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eACADEMY PRIVACY POLICY

Welcome to ORU eAcademy

Oral Roberts University eAcademy is an online virtual school for parents and children at home or from other remote locations. ORU eAcademy serves as a powerful solution for parents looking for the benefits of an online, private Christian school with a nurturing environment and the time-saving features of a web-based curriculum.

ORU eAcademy is accredited by the International Christian Accrediting Association (ICAA). ICAA is recognized by Oklahoma Private School Accrediting Commission (OPSAC). ORU eAcademy is also accredited by AdvancED, which affords the school diploma recognition by colleges and universities nationally and globally.

The ORU College of Education, which has oversight of ORU eAcademy, is state and nationally accredited and has the resources and expertise to provide a quality, online, virtual school education. The ORU eAcademy curriculum consists of the core subjects plus electives all integrated with biblical truths and principles and supported by the “Living Curriculum” - our certified, Spirit-filled Christian teachers. Powered by the nationally recognized and approved Switched-On-Online, the curriculum consists of interactive exercises, movies, animation, and audio clips.

ORU eAcademy Mission

Equipping students academically and spiritually in an online educational environment to become transformed individuals who positively impact society

ORU eAcademy equips students through:

- A quality online educational environment
- Strong academic curriculum materials
- Biblical integration within academics
- Certified, Spirit-filled teachers
- On-going oversight and support by ORU’s nationally-accredited College of Education

How ORU eAcademy Works

Students enjoy completing their daily schoolwork on the computer, while working through scheduled assignments in the ORU eAcademy curriculum. Powered by Switched-On Online (SOO), the curriculum provides students a variety of interactive exercises, movies, animations, and audio clips that add to the learning experience.

Instant-grading features in the software allow students and parents to receive immediate feedback on academic progress. A home-page calendar helps keep students on their individualized learning tracks. Our highly qualified teachers enhance learning by providing additional guidance, feedback, and encouragement while monitoring daily progress.

Students connect to the Internet to complete and submit their work to the ORU eAcademy teachers for additional feedback. Once students submit completed assignments, our degree/certified teachers grade written paragraph answers, essays, and projects in addition to monitoring progress in computer-graded assignments. Teachers may also assign extra work or identify problems for students to rework.

Students and parents are able to contact the teachers by phone, e-mail, or the “messaging” feature which is built right into the curriculum.

For accurate placement in the curriculum, academic advisors customize a plan for each learner. By utilizing previous school records, placement test data, and parent feedback, the academic advisors empower students to begin working on subject units at their learning levels. Each subject (math, science, language, etc.) is comprised of approximately ten learning units covering daily lessons, quizzes, tests, and projects. Students must successfully complete all units in each core subject to accomplish a year’s grade level of schooling. Students can work at their own pace (some faster, some slower) in order to achieve subject competency.

System Requirements

Minimum System Requirements:

- Live, high-speed internet connection (DSL, cable, or fiber connection recommended)
- Standard web browser
 - Firefox® 3.5 or higher (recommended)
 - Microsoft® Internet Explorer® 7.0 or higher
- Adobe® Flash® Player 9x (version 1.6.0.x) or higher
- Java® Runtime Environment
- A PDF reader (such as Adobe® Acrobat® Reader® 9 or higher or Foxit™ Reader)

Optimal System Requirements:

- If you are using a wireless network, you need to have the 802.11g protocol or newer.
- Bandwidth recommendations are 25 KB (kilobytes) per user.
- To take full advantage of the multimedia content, you will need the latest version of Flash® Player and a program for reading .PDF files such as Adobe® Reader as noted above.
- We also recommend you take other steps for protecting your computer and student online.
- Headset & Microphone can be utilized to communicate with the teacher in an Elluminate session.

Oral Roberts University Statement of Faith

We believe the Bible to be the inspired, authoritative, and infallible Word of God (2 Timothy 3:16).

We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit (1 John 5:4-6).

We believe in the deity 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 (1 Corinthians 15:3; 1 Peter 2:21-30; John 3:16).

We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential (Romans 3:21-30; Galatians 4:4-7).

We believe the redemptive work of Christ on the cross provides healing for body, mind, and spirit in answer to believing prayer (Isaiah 53:5; 1 Peter 2:24; James 5:14-16).

We believe in the present ministry of the Holy Spirit who indwells every believer and operates in all believers in the power and gifts of the Spirit, manifesting them as He wills (John 14:16; Acts 1:5, 8; Acts 2:2-4; 1 Corinthians 12-14; Galatians 5:22).

We believe in the resurrection of both the saved and the lost—they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation (John 5:24, 28-29).

We believe in the spiritual unity of believers in our Lord Jesus Christ and seek community together, to “become more and more in every way like Christ who is the Head of His body, the church” (Ephesians 4:15-16).

Accreditation

Parents have the assurance that the ORU eAcademy curriculum meets national and state standards and is taught by highly qualified and degreed/certified teachers. ORU eAcademy is accredited by the International Christian Accrediting Association (ICAA). ICAA is recognized by Oklahoma Private School Accrediting Commission (OPSAC). ORU eAcademy is also accredited by AdvancEd, which affords the school diploma recognition by colleges and universities nationally and globally.

Parent/Guardian's Role

Students and parents participating in the ORU eAcademy will be supported by a three-tiered support system, including University professional education faculty, degreed/certified teachers and administrators, and teacher candidates (future teachers). The parent, however, holds the primary responsibility for making sure the student is prepared to learn. Once enrolled, parents have agreed to partner with ORU eAcademy educators to accomplish the task of educating their student. This is a very powerful partnership. **Daily parental involvement is essential to ensure student success.**

Parents are expected to provide all of the necessary materials to ensure a successful educational experience for the student. Additionally, parents should consistently monitor student progress and stay informed through contact with ORU eAcademy educators. As a parent, you will fulfill the following important roles:

Coordinator: Parents take responsibility for ensuring that the student routinely logs on to ORU eAcademy servers.

Academic Supporter: Parents will need to help the student stay on task, study, and review for quizzes and tests to ensure success. When you receive graded work back from ORU eAcademy, it is important to use this feedback to guide the student accordingly.

Communicator: Parents must keep the lines of communication open to ensure success. ORU eAcademy commits to be available and responsive to the academic needs of each student.

Teacher's Role

The ORU eAcademy online learning community will operate in conjunction with the ORU College of Education administration and faculty to ensure optimal student performance. An environment of intellectual vitality and a love for learning will be provided by caring, professional Christian educators.

All teachers meet the highly qualified educator requirements as defined by No Child Left Behind, meaning they are degreed/certified teachers who are content specialists, experienced in their field, and equipped with the subject matter and pedagogical knowledge necessary for students to succeed in a virtual community.

ORU eAcademy is committed to ensuring that all teachers have the dispositions, values, and commitment to the profession necessary to develop a community of support for students to achieve academic success in a virtual community.

Enrollment Agreement

The purpose of this agreement is to provide a mutual understanding of the goals and responsibilities of Oral Roberts University eAcademy by defining the ORU eAcademy parent/student relationship.

ORU eAcademy's Responsibility

ORU eAcademy has been developed to support parents and guardians by:

1. Helping them fulfill their God-given responsibility to educate their children
2. Accepting students at their current skill level within the scope of the curriculum
3. Prescribing a suitable course of study
4. Supplying the ORU eAcademy curriculum needed for the courses
5. Providing students with academic support and advisement through degreed/certified teachers
6. Providing a three-tiered support system for students, which includes the following: University faculty, degreed/certified teachers, and student teacher interns
7. Supporting parents with quality technical, administrative, and academic assistance
8. Evaluating, grading/reviewing, recording, and reporting student progress in a timely manner
9. Issuing a diploma upon successful completion of ORU eAcademy graduation requirements

The Parent/Guardian's Responsibility

Parents and guardians are required at the time of enrollment to indicate their agreement with the following policies:

1. I acknowledge that ORU eAcademy's curriculum is written from a Bible-centered, Christian worldview in accordance with ORU eAcademy's statement of faith.
2. I will study ORU eAcademy orientation materials and parent/student handbook and will abide by all policies and procedures therein.
3. I understand that it is my responsibility to meet all applicable local and state homeschool laws and requirements. I acknowledge that it is my responsibility to select the course of study to meet any applicable homeschool graduation requirements in my state.
4. I understand that it is my responsibility to contact my child's future colleges and universities to confirm what course(s) will be necessary for acceptance.
5. I understand that ORU eAcademy has been accredited by the International Christian Accrediting Association (ICAA). ICAA is recognized by Oklahoma Private School Accrediting Commission (OPSAC). ORU eAcademy is also accredited by the North Central Association Commission on Accreditation and School Improvement (NCA CASI), which affords the school diploma recognition by colleges and universities nationally and globally. The voluntary accreditation process verifies that ORU eAcademy's program meets or exceeds essential standards of educational quality. However, it does not guarantee the acceptance of credits since each state or institution creates its own policies of credit transfer. Some schools or colleges may require additional validation of academic achievement.
6. I will fully support the education of my child and will guide and motivate my student to follow and complete the course of study assigned.
7. I understand that the work my student submits to ORU eAcademy must be his/hers solely. Tests and quizzes should be completed by my student independent of any other resources (e.g., answer keys, lesson text, "coaching," etc.).
8. I will ensure that my child submits work on a regular basis to allow for ongoing oversight by ORU eAcademy staff.
9. I understand that the registration fee is nonrefundable once it has been processed, regardless of placement test results.
10. I understand that payment is due prior to activation of the curriculum.
11. I understand that ORU eAcademy reserves the right to cancel enrollment at any time due to nonpayment of fees, unsatisfactory progress, program abuse or plagiarism, or failure to follow ORU eAcademy procedures.
12. I have read and understand the cancellation and refund policy. If I choose to cancel or withdraw my student(s), I must notify ORU eAcademy in writing or by e-mail.
13. ORU eAcademy does not discriminate against applicants on the grounds of race, color, religion, sex, age, national origin, or disability.

Achievement Testing

Due to ORU eAcademy's accreditation with the International Christian Accrediting Association (ICAA) and AdvancED, spring standardized testing is required for all full-time students. ORU eAcademy is pleased to offer our students the Measurement of Academic Progress (MAP) test through the Northwest Evaluation Association (NWEA). This information may be helpful to show accountability to local school boards or state departments of education. Please note that ORU eAcademy utilizes standardized test data for program development. Test scores do not impact students' grades in any way.

MAP is a nationally normed, nationally accepted achievement test delivered to ORU eAcademy students through the home computer. Parents do not have to find a proctor (a supervisor of exams). MAP can be proctored by the parent. Computerized testing means faster testing times and quicker results. See Financial Information on page 15 for the testing fee.

Academic Schedule

ORU eAcademy does not have a "traditional" school year. Each course is designed to be completed in a 10-month time frame. Students who wish to move at a faster pace may schedule extra time during the week or on weekends; however, we caution students not to rush through the curriculum.

Each unit typically takes three to four weeks to complete. This time may vary according to the length of the unit, individual student ability, daily scheduling, and the difficulty of the material. You may need to vary scheduling for each subject so that your student can complete all assigned units within the appropriate timeframe. Language or math may occasionally have one or two extra units if your student is making up some skill gaps. If so, allow extra time for these subjects. The curriculum itself records time spent working on the curriculum. ORU eAcademy teachers can easily see that daily work is done and how much time is spent. To assist you in planning for your child's future, we have provided course completion sheets (grades 3-8, page 10; grades 9-12, page 20).

Academic Interaction

1. While on the Internet, students are NOT to give their name, home address, school Internet address, e-mail address, passwords, or telephone number to any other student, relative, or acquaintance of anyone else enrolled in ORU eAcademy. The student or parent must report any questionable contact with another user immediately to ORU eAcademy at 1.800.678.5899.
2. No student is to share his/her work with another student.
3. Students must show courtesy and respect in all communications with ORU eAcademy staff. Teachers should be referred to with the appropriate salutation (i.e., Mr., Mrs., Miss, Dr., etc.).
4. Students must obey all ORU eAcademy rules while online.

Oral Roberts University eAcademy

Course Completion Sheet—Grades 3-8

Student: _____

Date: _____

When planning for course enrollment, please call 1.800.678.5899.

Third Grade:

Date Begun	Date Passed	Course	Grade	Credit
		Language Arts	3	1
		Mathematics	3	1
		History & Geography	3	1
		Science	3	1
		Bible	3	1

Fourth Grade:

Date Begun	Date Passed	Course	Grade	Credit
		Language Arts	4	1
		Mathematics	4	1
		History & Geography	4	1
		Science	4	1
		Bible	4	1

Fifth Grade:

Date Begun	Date Passed	Course	Grade	Credit
		Language Arts	5	1
		Mathematics	5	1
		History & Geography	5	1
		Science	5	1
		Bible	5	1

Sixth Grade:

Date Begun	Date Passed	Course	Grade	Credit
		Language Arts	6	1
		Mathematics	6	1
		History & Geography	6	1
		Science	6	1
		Bible	6	1

Seventh Grade:

Date Begun	Date Passed	Course	Grade	Credit
		Language Arts	7	1
		Mathematics	7	1
		History & Geography	7	1
		Science	7	1
		Bible	7	1

Eighth Grade:

Date Begun	Date Passed	Course	Grade	Credit
		Language Arts	8	1
		Mathematics	8	1
		History & Geography	8	1
		Science	8	1
		Bible	8	1

Additional Electives:

Date Begun	Date Passed	Course	Grade	Credit
		Health Quest	4-7	
		Elementary Spanish	3-6	
		Secondary Spanish	7-8	
		Story of the Constitution	7-8	1/2

Grading Scale (for all grade levels)

A+	98-100
A	93-97
A-	90-92
B+	87-89
B	83-86
B-	80-82
C+	77-79
C	73-76
C-	70-72
D+	67-69
D	63-66
D-	60-62
F	0-59

Weighting System

Units 1-5 are averaged for a first semester grade, and units 6-10 are averaged for the second semester grade.

Tests are 30% of the unit average.

Quizzes are 30% of the unit average.

Projects are 30% of the unit average.

Lessons are 10% of the unit average.

Failed Course Policy

Generally speaking, if a student fails a course, the course will need to be repeated until the student passes. At the elementary level, it is critical that a student master the concepts and skills at each level because they are foundational for the next. At the high school level, a course generally needs to be repeated to meet particular credit requirements. However, this will be decided by a counselor in consultation with parents.

ORU eAcademy looks at failing courses by semesters. If a student fails a semester, he/she will be required to retake that semester for credit.

Clearing/Retake Policy

1. Students are required to achieve a minimum of 70% on a lesson prior to advancing to the next lesson. The computer will automatically cycle the student back into the same lesson if the minimum level is not achieved.
2. Alternate tests may be assigned at the discretion of the ORU eAcademy teacher and will be averaged with the original test taken.

Final Work Policy

Once the final test of a subject is taken, the subject is closed. Students and parents should be sure they are ready to close a subject prior to taking the final test.

“Two Units Open” Policy

This policy is no longer in effect. All projects must be complete before students are allowed to go on to the next unit.

Continuous Academic Progress

If it should come to the attention of the administration at the ORU eAcademy that a student has continual challenges during the school term, a learning contract may be issued. Examples of challenges may include time management, communication, attitude, following directions, and turning in assignments on time. If a student becomes more than a month behind schedule without being excused by administration, he/she will be placed on a 30-day academic probation. Failure to meet the requirements outlined on the contract and initialed by both parent and student will result in de-enrollment from the ORU eAcademy.

Academic Integrity

Academic integrity is an important part of the learning experience while enrolled in ORU eAcademy. Abuse of the program can take on various forms. In order to issue transcripts and/or a diploma upon completion of the program, ORU eAcademy must have a reasonable degree of assurance that the grades earned and the work completed are accurate reflections of the student's ability and mastery of the material. Therefore, dishonesty related to the coursework is viewed seriously and dealt with appropriately.

ORU eAcademy desires to develop students to their highest potential. In order to do so ORU eAcademy must hold its students accountable for their actions. Cheating on work or plagiarism, of any kind, clearly violate the spirit of such a mandate. The following briefly outlines actions to be taken. For information regarding plagiarism, you can refer to the section in this handbook called Writing Tips (see page 26).

1. Teachers who suspect a student has cheated/plagiarized shall present all necessary evidence to the administration for consultation and investigation.
2. Once evidence has been collected and a violation of academic integrity seems apparent, the child's parent/guardian will be contacted to discuss the matter.
3. If the allegations prove to be true the following actions may take place:
 - a. 1st Infraction: the child will receive zeros on those particular homework problems, assignments and/or project(s).
 - b. 2nd Infraction: the child will receive a zero for the entire unit.
 - c. 3rd Infraction: the child may receive disciplinary action up to and including expulsion.

Please note: ORU eAcademy administration reserves the right to take into consideration the nature and severity of each infraction and respond in an appropriate manner.

Program Abuse

Program abuse is evidenced in a number of different ways. It primarily occurs when students pursue alternative ways of completing the coursework outside the conventional use of the software/curriculum as understood by both the parent and the student through ORU eAcademy communications in the form of the handbook or department policy.

A conventional approach means that students read the lessons, answer lesson questions, study for quizzes and tests without previewing the test, and then complete those quizzes and tests independent of "outside" resources of any form (i.e., notes, etc.). In other words, during assessments, students are to rely solely on their mental preparations for that assessment.

When program abuse has occurred, a determination is made regarding the student's coursework. Depending on the form and extent of the abuse, consequences can range from clearing the coursework for resubmission to dismissal from the program.

Note: Neither tutors nor parents should assist students with quizzes or tests.

Plagiarism

Definition: Plagiarism is submitting work without proper documentation. Students must document thoughts and opinions originating from another source.

The ORU eAcademy, in partnership with the parents of our students, is committed to ensuring that students are properly equipped to follow accepted guidelines of research, properly cite sources used, and receive appropriate feedback and consequences when they fail to do so. (See p. 26 for Documentation Writing Tips.)

Contact Information

ORU eAcademy is fully staffed with teachers, administrators, and technical support in order to provide the best possible service. Our regular office hours are weekdays, 8:00 a.m.- 4:00 p.m. (CST).

ORU eAcademy Faculty and Staff

Administrative Support Hotline: 1.800.678.5899
 Technical Support Hotline: 1.866.572.5204 *(for computer problems)*
 Fax: 918.493.8996
 Website: www.ORUeAcademy.com
 E-mail: eacademy@oru.edu

Academic Support

When a student begins work with the ORU eAcademy, the student will receive contact information for all ORU eAcademy teachers. Office hours, e-mail addresses, and phone numbers will be available for each teacher.

Administrative Services

Contact Information: eacademy@oru.edu

ORU eAcademy Administrative Services is available to provide direction and help related to the following:

- Official enrollment verification for private online school reporting
- Grade reports for eligibility requirements
- Transcripts
- Graduation information
- Registration and enrollment processing
- Tuition payments
- Evaluation of new student transcripts and placement into ORU eAcademy curriculum
- Re-enrollment recommendations for an academic year
- Orientation for new parents/students in ORU eAcademy
- Four-year course-planning for high school graduation
- General ACT/SAT college entrance test information
- Recommendations to prospective colleges/universities

To speak to an academic advisor, please call Administrative Services (1.800.678.5899).

Tuition and Fees

Registration Fee (includes placement testing)	\$100/student
Individual Courses (1 Credit)	\$550/course
Individual Courses (1/2 Credit)	\$350/course

Please note the following:

1. Registration fee is per student and is nonrefundable.
2. Tuition refund is 90% of total up to 30 days as of the student start date. No refunds after 30 days.
3. Families who enroll more than one full-time student (same family) receive 10% off of tuition for each additional student.

Additional Fees

Extension Fee (after 10 months and up to 12 months*)	\$50/credit per month
High School Graduation Fee (includes diploma)	\$50
MAP Achievement Testing Fee	\$50
Outside Credit Approval	\$50 per credit
Customized Courses**	\$50/unit

**Enrollment and tuition fees must be paid again to continue working longer than 12 months.*

***Customized courses are those that require more than the standard, 10 units provided in our curriculum. In this situation, an additional \$50 fee for each unit will be attached to courses exceeding 10 units.*

Tuition Payments

Tuition is paid in full or in half when guidance is complete. Payment is submitted by credit card or bank debit card. Once funds are processed credit card information is destroyed.

Note: Full-time students have the option of making four payments.

Nondiscriminatory Policy

ORU eAcademy does not discriminate against applicants on the grounds of race, color, religion, sex, age, national origin, or disability.

Withdrawal, Cancellation, and Refunds

Any request for withdrawal must be made in writing. The registration fee is nonrefundable. Tuition refunds are allowed for up to 30 days after activation of course work on the following basis:

- 0-30 days: 90% refund.
- No refunds after 30 days.

ORU eAcademy reserves the right to cancel a student's enrollment at any time for unsatisfactory progress, failure to submit work on a regular basis, or obvious student cheating.

In the event that your student transfers to another school, please provide an official letter of withdrawal and a transcript request ten business days in advance. Record requests are processed in the order that they are received.

General High School Course of Study

High School – Grades 9-12

English – 4 Credits*

Mathematics – 3 Credits

Science – 3 Credits

History/Geography/State History – 3 Credits

Bible – 4 Credits (or each year enrolled)

Fine Arts – 1 Credit

Personal Financial Literacy – 1 Credit

Electives

Total hours required to graduate are 23 credits. At least five (5) credits must be earned from ORU eAcademy. (See graduation requirements below.) Students may be required to take more credit hours depending on their state's requirements.

*One credit equals one year-long course or two semester courses.

Graduation Requirements

At a minimum, twenty-three (23) credits are needed to graduate. In order to receive an ORU eAcademy diploma, the student must earn a minimum of 5 credits at the High School level from the ORU eAcademy. Please note: Transfer credits must follow the approval process noted in the parent/student manual. If you want the graduation credits to meet the student's state standards, then it is the parents' responsibility to make sure that state regulations are met in terms of total number of credits or specific course needs over and above those required by ORU eAcademy.

College Preparatory Course of Study

ORU eAcademy's college preparatory course of study is designed to prepare students for entrance into most universities and colleges. However, because each college or university has its own entrance requirements, the student will want to consult with the school of his or her choice in order to tailor a high school program that meets the specific requirements of that institution.

College Entrance Testing

High school students contemplating college should take college entrance tests in their junior (11th) or senior (12th) year. Check with the college(s) of your choice to see which test is preferred. The two most common are the American College Testing (ACT) Assessment and the SAT (Scholastic Aptitude Test). Information and registration can be accessed through a local high school or online at www.act.org for the ACT or www.collegeboard.com for the SAT. The ORU eAcademy's school i.d. code is 373657.

Course Credits

Credit is awarded in a subject when the course is successfully completed. One-half credit would be awarded for 5 units, and one credit would be awarded for 10 units of work. A one-credit course typically takes 9 months to complete, but a student is entitled to up to 10 months with no additional fees.

To graduate within four years, students should be enrolled in approximately six credits each year. Additional credits may be earned for courses taken outside of ORU eAcademy, as long as the courses meet the requirements as outlined in the "High School Diploma Planning Sheet" (see p. 20).

Part-time student status includes all who register for 1-3 classes while enrolled as full-time students in another academic program. An ORU eAcademy part-time student may be required to take a placement test and submit a transcript. Upon completion of the course(s), ORU eAcademy will prepare a transcript for the primary school or parent of the student reflecting individual courses taken, but no diploma can be earned from ORU eAcademy as a part-time student.

Earning Outside Credit

The awarding of ORU eAcademy credit will be based on information from the following sources and ORU eAcademy Executive Council approval.

Transfer (Previously Earned) Credits

- **K-12 credit.** Official transcripts or records from a previously attended accredited K-12 school will automatically be considered for acceptance.
- **Home school credit.** Home school credits may be accepted as pass/fail credits if approved by the ORU eAcademy Executive Council according to the following guidelines:
 - Placement test scores of 60% or better (administered online by the ORU eAcademy)
 - Other test results submitted
 - Hours of instruction (based on the Carnegie unit with approximately 120 hours of instruction per 1-year credit)
 - Daily schedule
 - Curriculum used (list of textbooks used in each subject)
 - Evidence of work completed (report cards from home, workbooks completed, tests taken, etc.)
- **College credit.** Junior college or university credits taken prior to ORU eAcademy enrollment may be accepted as high school credit with both:
 - Official transcripts
 - ORU eAcademy Executive Council approval

Clarification of terms

Dual credit - credit is earned in college while simultaneously earning high school credit for the same course. Students must have a minimum of a 2.7 GPA and at least a "C" in prerequisite courses to earn dual credit.

Concurrent credit - credit is earned in college while simultaneously attending high school, but high school credit is not earned for the same course.

Outside Credit Approval (OCA)

- While a student is full-time (4+ courses) with the ORU eAcademy, all outside (additional) credits earned must be **preapproved** by the ORU eAcademy Executive Council before courses are taken. An Outside Credit Approval form (see p. 18) must be submitted and approved prior to the student beginning the course or activity for which credit is requested. Outside credit will NOT be given for courses taken without prior approval from the ORU eAcademy Executive Council—no exceptions. There is a fee for adding outside credit to the transcript.
- Only Bible and elective courses can be earned through the Outside Credit Approval process. In rare cases, the student may petition for exception.
- All OCA credits will be a pass/fail credit on the ORU eAcademy student transcript.
- Not more than 1/3 of a student's high school credits can be OCAs while a full-time student with the ORU eAcademy and working toward graduation. All other outside credits earned (over 1/3) will simply be considered concurrent credits and will not count toward graduation requirements. Please check with the ORU eAcademy administrator to determine how many courses this represents.
- Dual credit. If a full-time ORU eAcademy student wishes to take college credits while a high school student, he/she can apply for a dual high school credit (earning college credit and high school credit simultaneously). A dual credit form (see p. 19) must be completed and approved in advance. Dual credits must still fall within the 1/3 maximum credits earned outside of the ORU eAcademy courses offered. Students must be classified as a junior or senior before taking courses for dual credit.

To submit a request for an outside credit, print the Outside Credit Approval form on the following page.

After completing the form, please fax to 918.493.8996 or mail to:

ORU eAcademy
7777 S. Lewis Avenue
Tulsa, OK 74171

ORU eAcademy

Outside Credit Approval Form

Students currently enrolled in the ORU eAcademy must get pre-approval from the ORU eAcademy Administration to get credit for a course taken outside of the program. For example, if a student wishes to get a PE credit for participation in a year-long sport or a music credit for participation in an organized choir, this form must be completed and signed below before participation in the activity or course takes place.

Student Name _____ Today's Date _____

Address _____

Course or Activity for which student wants credit _____

Instructor or Contact Person for the course/activity _____

Phone number for the instructor/contact person () _____

On the back of this application or on an attached sheet of paper, please describe the course/ activity, how often it occurs, and the length of time of each meeting. Be very specific in explaining number of performances, competitions, etc. appropriate to your course/activity. (Use additional pages if necessary)

Date you plan to begin the activity or course _____ Date you plan to end _____

How much credit are you requesting? ½ credit 1 credit

*It is the student's responsibility to get a signature from an ORU eAcademy Administrator before outside coursework begins.
*There will be a \$50 charge for a full credit/\$25 charge for a half credit.



_____ Application for credit Approved _____ Application NOT Approved
*see explanation below

Signature: _____ Date: _____

Explanation (if NOT approved): _____

Mail to: ORU eAcademy Administration, 7777 S. Lewis, Tulsa, OK 74171 or Fax 918.493.8996

ORU eAcademy

Dual Credit Application Form

Full-time students currently enrolled in the ORU eAcademy must get preapproval from the ORU eAcademy Administration to get high school credit for a college course taken. If preapproved, the credit will be added to the high school transcript upon receipt of an official transcript from the college or university attended.

Student Name _____ Today's Date _____

Address _____

Course or Activity for which student wants credit _____

Instructor or Contact Person for the course/activity _____

Phone number for the instructor/contact person _____

On the back of this application or on an attached sheet of paper, please describe the course/ activity, how often it occurs, and the length of time of each meeting. Be very specific in explaining number of performances, competitions, etc. appropriate to your course/activity. (Use additional pages if necessary)

Date you plan to begin the activity or course _____ Date you plan to end _____

How much credit are you requesting? ½ credit 1 credit

*It is the student's responsibility to get a signature from an ORU eAcademy Administrator before outside coursework begins.
*There will be a \$50 charge for a full credit/\$25 charge for a half credit.

_____ Application for credit Approved _____ Application NOT Approved
*see explanation below

Signature: _____ Date: _____

Explanation (if NOT approved): _____

Mail to: ORU eAcademy Administration, 7777 S. Lewis, Tulsa, OK 74171 or Fax 918.493.8996

ORU eAcademy

High School Diploma Planning Sheet

Student: _____ Date: _____

The following information facilitates planning for the student's graduation. When planning for course enrollment, please call or e-mail your advisor (1.800.678.5899).

English - 4 Credits Required for Graduation

Sem 1	Sem 2	Course	Grade	Credit
		Basic English	8-9	1
		English 9	9	1
		English 10	10	1
		English 11	11	1
		English 12	12	1

History - 3 Credits Required for Graduation

Sem 1	Sem 2	Course	Grade	Credit
		World History	9-11	1
		World Geography	9-11	1
		U.S. History*	10-11	1
		U.S. Government*	11-12	1/2
		State History*	11-12	1/2
		Economics	11-12	1/2

Math - 3 Credits Required for Graduation

Sem 1	Sem 2	Course	Grade	Credit
		Pre-Algebra	9	1
		Essentials of Math	n/a	1/2
		Integrated Math I	9	1
		Algebra I	9-10	1
		Geometry	10-11	1
		Consumer Math	10-11	1
		Algebra II	11-12	1
		Pre-Calculus	12	1
		Trigonometry	12	1/2

Fine Arts - 1 Credit Required for Graduation

Sem 1	Sem 2	Course	Grade	Credit
		Music Theory	n/a	1/2
		Fine Arts Experientia 1	n/a	1/2
		Music Appreciation	n/a	1/2

Science – 3 Credits Required for Graduation

Sem 1	Sem 2	Course	Grade	Credit
		Physical Science	9-10	1
		Earth Science	9-12	1
		Biology	9-10	1
		Chemistry LNL	11	1
		Physics	12	1

Bible – 4 Credits (Each Year Enrolled)

Sem 1	Sem 2	Course	Grade	Credit
		Bible 9 – New Testament	9	1
		Bible 10 – Old Testament	10	1
		Bible 11 – Bible Doctrines	11	1
		Bible 12 – Christian Faith and Living	12	1
		Foundations for Living	11-12	1

Personal Financial Literacy - 1 Credit

Sem 1	Sem 2	Course	Grade	Credit
		Personal Financial Literacy*	n/a	1

Electives

Sem 1	Sem 2	Course	Grade	Credit
		College Planner	n/a	1/2
		Business Computer Applications A	n/a	1/2
		Business Computer Applications B	n/a	1/2
		Health	n/a	1/2
		Essentials of Communication	11-12	1/2
		P.E.	n/a	1/2
		Fine Arts Outside Activity	n/a	1/2
		French I	n/a	1
		French II	n/a	1
		Spanish I	n/a	1
		Spanish II	n/a	1
		Vietnam Era History	n/a	1/2
		Civil War History	n/a	1/2
		20th Century American History	9-12	1/2

**These specific courses must appear on final transcript.*

23 total credit hours required to graduate

High School Core Course Descriptions

Course Title: Civics/World Geography

Course Number: H900

Credit: 1

Course Description: This course provides the student with a foundation upon which to build advancing courses, including, but not limited to, the following topics:

The Heritage of the United States	The Earth and Man
Our National Government	Regions of the World
State and Local Government	Man's Environment
Planning a Career	The Tools of the Geographer
Citizenship	Man in a Changing World

Course Title: World History

Course Number: H1000

Credit: 1

Course Description: This course provides the student with an intensive overview from ancient civilizations through medieval, reformation, industrial revolution to the contemporary world, including, but not limited to, the following topics:

Ancient Civilizations I	The Age of Revolution
Ancient Civilizations II	The Industrial Revolution
The Medieval World	Two World Wars
Renaissance and Reformation	The Contemporary World
Growth of World Empires	Ancient Times to the Present

Course Title: U.S. History

Course Number: H1100

Credit: 1

Course Description: This course focuses on America's history from foundations through expansion, Civil War, and international conflicts to contemporary America, including, but not limited to, the following topics:

Foundations of the American Republic	U.S. Involvement at Home and Abroad
Development of Constitutional Government	The Search for Peace
National Expansion	A Nation at War
A Nation Divided	Contemporary America
A Nation Divided and United	United States History

Course Title: US Government and Economics

Course Number: H1200

Credit: 1 (can be taken as individual semester courses)

Course Description: This course equips the student with a basic understanding of governmental systems and macroeconomics, including, but not limited to, the following topics:

International Governments	Business and You
United States Government	The Stock Market
The American Party System	Budget and Finance
History of Government	Banking
The Christian and His Government	Geography
Free Enterprise	

Course Title: English I

Course Number: L900 (English 9)

Credit: 1

Course Description: This course equips the student with a basic understanding of the structure of English grammar, introduction to poetry, drama and novel, including, but not limited to, the following topics:

The Structure of Language	Enhancing Reading Skills and Poetic
Nature of Language	Understanding
Words and Writing	Communication
Language in Literature	The Library and Drama
Reading with Skill	Studies in the Novel
Review	

Course Title: English II**Course Number: L1000 (English 10)****Credit: 1****Course Description:** This course involves the student in the writing, study, and oral presentation of various genres, including, but not limited to, the following topics:

Language Structure	The Short Story
Writing Effective Sentences	Studies in the Novel
Writing and Reading Skills	Drama
Speaking and Listening	Poetry
The Development of English	Looking Back

Course Title: English III**Course Number: L1100 (English 11)****Credit: 1****Course Description:** This course builds upon the previous two foundational courses and develops the student's comprehension and critical reading and research skills, including, but not limited to the following topics:

The Uses and Varieties of English	American Drama
Writing Effective Sentences	Studies in the American Novel
Sentence Workshop	Research
Why Study Reading?	Reviewing Communication Skills
Nonfiction	Poetry and Literature

Course Title: English IV**Course Number: L1200 (English 12)****Credit: 1****Course Description:** This course requires the student's advanced comprehension/composition skills focusing on English literature, including, but not limited to, the following topics:

The Worth of Words	Elizabethan Literature
The Structure of Language	17th- and 18th-Century English Literature
Reading, Researching, and Listening Skills	Language: God's Gift to Man
Creative Writing	Medieval English Literature
Romantic and Victorian Poetry	Review

Course Title: Algebra I**Course Number: M900 (Mathematics 9)****Credit: 1****Course Description:** This course provides the student with a foundation of understanding algebra and skills upon which to build future mathematics courses, including, but not limited to, the following topics:

Variables and Numbers	Algebraic Fractions
Solving Equations and Inequalities	Radical Expressions
Problem Analysis and Solution	Graphing
Polynomials	Systems
Factors	Quadratic Equations and Review

Course Title: Geometry**Course Number: M1000 (Mathematics 10)****Credit: 1****Course Description:** This course shall provide the student with the necessary understanding of geometric form, formulas, and functions, including, but not limited to, the following topics:

Introduction	Circles
Proofs and Locus	Area and Volume
Angles and Parallels	Coordinate Geometry
Congruent Triangles and Quadrilaterals	Constructions and Locus
Similar Polygons	Geometry Review

Course Title: Algebra II**Course Number: M1100 (Mathematics 11)****Credit: 1**

Course Description: This course advances the student from basic algebra through linear equations and quadratics, including, but not limited to, the following topics:

Set, Structure, and Function	Real Numbers
Numbers, Sentences, and Problems	Quadratic Relations and Systems
Linear Equations and Inequalities	Exponential Functions
Polynomials	Counting Principles
Algebraic Fractions	Review

Course Title: Pre-Calculus**Course Number: M1200 (Mathematics 12)****Credit: 1**

Course Description: This course introduces the student to the world of calculus, functions, and probability, including, but not limited to, the following topics:

Relations and Functions	Inverse Trigonometric Functions
Functions	and Polar Coordinates
Trigonometric Functions	Quadratic Equations
Circular Functions and Their Graphs	Probability
Identities and Functions of Multiple Angles	Calculus and Review
Application of Trigonometric Functions	

Course Title: Physical Science**Course Number: S900 (Science 9)****Credit: 1**

Course Description: The purpose of this course is to provide the student a foundational understanding of physical science basics to future chemistry and physics studies, including, but not limited to, the following topics:

Our Atomic World	Body Health II
Volume, Mass, and Density	Astronomy
Physical Geology	Oceanography
Historical Geology	Science and Tomorrow
Body Health I	Review

Course Title: Biology**Course Number: S1000 (Science 10)****Credit: 1**

Course Description: The purpose of this course is to provide the student a basic understanding of the field of biology, including, but not limited to, the following topics:

Taxonomy: Key to Organization	Human Anatomy and Physiology
Basis of Life	Genetics: God's Plan of Inheritance
Microbiology	Cell Division and Reproduction
Cells	Ecology, Pollution, and Energy
Plants: Green Factories	Principles and Applications of Biology

Course Title: Chemistry**Course Number: S1100 (Science 11)****Credit: 1**

Course Description: The purpose of this course is to enable the student to have a mastery of the basics of chemistry, including, but not limited to, the following topics:

Estimation and Measurement	Chemical Reactions, Rates, and Equilibrium
Elements, Compounds, and Mixtures	Equilibrium Systems
Gases and Moles	Atomic Structure and Periodicity
Carbon Chemistry: Hydrocarbons	Carbon Chemistry: Functional Groups
Molecular Structure	Chemistry Review

Course Title: Physics**Course Number: S1200 (Science 12)****Credit: 1**

Course Description: This course builds upon and requires the student to make application of the foundational skills developed in physical science and algebra courses, including, but not limited to, the following topics:

Kinematics	Static Electricity
Dynamics	Electric Currents
Work and Energy	Magnetism
Introduction to Waves	Atomic and Nuclear Physics
Light	Review

Course Title: Foundations for Living (Bible)**Credit: 1**

Course Description: *Foundations for Living* provides a Bible-based, sequential development of a Christian worldview through the use of fundamental truths from the Bible and the application of biblical principles to the various areas of contemporary life. The course aims to pull all of a student's education together into a unified whole, preparing them for their new adventures beyond high school in the home, church, college, and society. Throughout this course, students will build the skills and knowledge needed to:

- understand the unique identity of the Christian worldview;
- observe how all truth properly fits together into the Christian worldview;
- discern the difference between a Christian and non-Christian worldview;
- think and live with discernment and conviction;
- recognize how the world's philosophies of the past affect contemporary thinking and living;
- judge and assess any issue using a biblical model.

Course Title: Physical Fitness**Credit: 1/2**

Course Description: *Physical Fitness* is a semester-length elective designed for high school students. The course focuses on the health benefits of regular physical activity and of a long term exercise program. As students work through the course, they will learn about the many aspects of physical fitness including basic nutrition, the importance of flexibility, cardiovascular health, muscle and strength training, and realistic goal setting. Along the way, students will be required to maintain and submit an activity log in order to measure progress in course exercises as well as personal fitness goals. Upon completion of Physical Fitness students should possess the knowledge and skills needed to:

- analyze the key components of successful physical activity and use this analysis to determine if a program is reasonable and effective;
- describe the three main types of physical activity that should be included in a exercise regime and the health benefits of each;
- perform basic fitness exercises associated with the three main types of physical activity discussed in this course;
- identify the main motivational strategies that can be used to help the student continue in positive fitness habits once this course is complete.

Course Title: Music Theory**Credit: 1/2**

Course Description: *Music Theory* is a semester-length fine arts elective for high school students. The course requires no prior instrumental, vocal, or music theory study. Using the piano keyboard as a visual basis for comprehension, the course materials explore the nature of music, integrating these concepts:

- | | |
|--|--------------------------|
| • rhythm and meter | • melody and harmony |
| • written music notation | • the building of chords |
| • the structure of various scale types | • transposition |
| • interval qualities | |

Throughout the series of assignments, ear training exercises are interspersed with the bones of composition technique, building in students the ability not only to hear and appreciate music, but step-by-step, to create it in written form as well.

This highly interactive course culminates in the students producing original compositions, which while based on standard notation, demonstrate facets of personal expression. As the students' ability to perform increases in the future, they will better understand music and therefore better demonstrate its intrinsic communication of emotion and ideas.

Tips for Students on “How to have a good school year”

1. Make sure all your work is your own. Give your best effort. Looking for ways to “short-circuit” the learning process ultimately hurts you, the student. The “easy way out” is really quite difficult in the long run.
2. Understand that the curriculum you are using is a learning tool. It contains information that you need to learn as you progress through your educational levels. It can be abused and misused, but this only hurts the person using the tool.
3. Take notes and use them to prepare for quizzes and tests. When you take quizzes and tests, put the notes away, and hold yourself accountable for your learning. Be sure to read ORU eAcademy policy on academic integrity.
4. Be sure you are diligent in your work ethic. If you need help with a question or concept, ask your parents or teachers.
5. Do not procrastinate with your projects/reports. Projects are an important part of your learning and our assessment. Give your best as you complete them.
6. Set your schedule and work to follow it.
7. Submit your work in each subject regularly.
8. Make sure you have a quiet environment in which to work. It may mean moving your computer to a different location or asking your parent or guardian to help keep the house quiet while you work on your classes.
9. Guard your school time. It should be school time, period.
10. Complete math problems on paper so you can work out all the steps. Keep your work in a notebook or folder for future reference.
11. Check out the reference section, and print it out for geometry or other subjects, as necessary.
12. Don't be afraid to ask for help. Mastering new concepts on your own is difficult, and to not communicate that you're struggling will usually result in frustration or failure.

Writing Tips

Welcome to Writing 101! We have found that many of our students struggle with writing anything from a short essay question to a full-length research paper. Here are some tips to help you be more successful in developing and writing essays and reports.

Home Library:

Invest in a writing and/or grammar reference handbook to add to your home library. This will be an invaluable source. There are many good ones available. It is imperative that your home library also have an unabridged dictionary and thesaurus; having a rhyming dictionary, books of quotations, works of classic authors and poets, and other reference books will be valuable in helping you do well.

Essay Test Questions:

1. Read instructions carefully, and be sure you are answering all parts of the questions asked.
2. Always use complete sentences. Often rephrasing the question is a good way to begin (“Dogs and cats are different because...”).
3. Read your answer to see if it makes sense, covers all questions asked, and has no grammatical or mechanical errors.

Expository Essay (Five-Paragraph):

1. Determine the topic or thesis and brainstorm ideas.
2. The introductory paragraph should tell what you are going to write about. (Approximately three supporting ideas are desired.)
3. Each of the next three paragraphs should go into detail about your supporting ideas. Use appropriate transitional words such as first, next, finally, etc.
4. Your conclusion should summarize your main points and may leave the reader with an opinion or question.
5. Edit and revise.

Research Report:

1. Begin with a thesis. This should be something that you are going to prove or disprove. It should not be a statement of fact. Be sure to limit your focus so that your topic is not too broad.
2. Find 5-7 sources of information (depending on length of report and the project directions).

3. Make note cards of information for each part of your report. These can be done as summaries, paraphrases, or direct quotes as needed. Put the author's name in the right upper corner and the subject in the left. Always put the page number of the book or article. These cards can then be shuffled around and placed in order to effectively build your report.
4. You should include bibliography note cards with all the appropriate information.
5. An outline is the recommended way to start once you have your note cards in order. Use Roman numerals for main ideas and letters and numbers for all supporting details. An outline serves as a map for your report and should be done BEFORE the report is written. Outlines must be constructed using established outline format, as detailed in the lesson material. If necessary, contact ORU eAcademy for more information.
6. Rough Draft: The introductory paragraph should open with something to catch the reader's attention. This could be an anecdote or quotation. Your introductory paragraph should also include your thesis statement. Be sure to start a new paragraph for each main idea in your outline. Use transitional words and phrases to connect smoothly. Quotes must be noted using MLA parenthetical citation. Your conclusion should summarize your report (what you learned, etc.), respond to your thesis, and finally, propose an action or ask a question to make your reader think.
7. Proof, edit, and rewrite.
8. If required, include a cover sheet (title page) and bibliography or works cited page.

Documentation:

Understanding and avoiding plagiarism is also a part of the educational process. ORU eAcademy desires to prepare students and parents sufficiently on how to avoid plagiarism and how to give proper credit in their research. ORU eAcademy understands that questions may arise in the minds of students regarding various aspects of plagiarism. We also understand that this is an educational topic that we desire to teach our students. Students should know that they will be held accountable for what is intentionally plagiarized, not aspects of plagiarism they do not understand. However, it is also the responsibility of the students to learn about how to avoid plagiarism and, therefore, will be required to complete a plagiarism project before beginning coursework with ORU eAcademy.

FAQS ABOUT ACADEMICS AND ENROLLMENT

Is ORU eAcademy accredited?

ORU eAcademy is accredited by the International Christian Accrediting Association (ICAA). ICAA is recognized by Oklahoma Private School Accrediting Commission (OPSAC). ORU eAcademy is also accredited by AdvancED, which affords the school diploma recognition by colleges and universities nationally and globally.

The ORU College of Education, which has oversight of ORU eAcademy, is state and nationally accredited and has the resources and expertise to provide a quality, online, virtual school education. The ORU eAcademy curriculum consists of the core subjects plus electives all integrated with biblical truths and principles and supported by the “Living Curriculum” - our certified, Spirit-filled Christian teachers. Powered by the nationally recognized and approved Switched-On-Online, the curriculum consists of interactive exercises, movies, animation, and audio clips.

What is the purpose of the diagnostic test?

Due to ORU eAcademy’s accreditation with the International Christian Accrediting Association (ICAA) and AdvancED, spring standardized testing is required for full-time students. ORU eAcademy is pleased to offer our students the Measurement of Academic Progress (MAP) test through the Northwest Evaluation Association (NWEA). This information may be helpful to show accountability to local school boards or state departments of education. Please note that ORU eAcademy utilizes standardized test data for program development. Test scores do not impact students’ grades in any way.

Do you offer achievement testing?

Yes, end of course testing will determine the academic advances made during the year to see if adequate yearly progress (AYP) has been achieved. Parents have the option to test their child one time a year. See Financial Information on page 15 for testing fee price.

Do you know my particular state’s homeschooling requirements?

No, parents are responsible for knowing their own state’s homeschool laws. You may call your state homeschool organization for this information, or go to www.hsllda.org.

Please note ORU eAcademy is an accredited, private, Christian online school.

What is a typical school day like?

Although the yearly academic calendar is preset, you may arrange the school day as you see fit. You may have your student do all the work in one sitting or space it out over the day. Time spent on the computer will vary depending on the number of subjects that have been assigned and the student’s understanding level of the course material. Generally, a student taking a full course load will spend three to four hours a day on the computer.

Are electives available for third through eighth grades?

Yes. Academic advisors will assist you with electives.

How does ORU eAcademy accommodate students who are a grade level behind in one or two of their subjects?

Based on the placement test results and transfer credits, our guidance counselors will determine the academic level of your student and customize the program accordingly. If your student is behind and needs to catch up, we can create a customized subject to help. Similarly, if your student is advanced, the appropriate level in each subject will be assigned.

Will my Internet filter cause any problems?

If you have an Internet service provider (e.g., AOL) that allows you to set a filter, please contact Tech Support at 1-866-572-5204 for advice.

Does my student have to be connected to the Internet while doing schoolwork?

Yes.

How does eAcademy work with a student who has a learning disability, such as ADD or ADHD?

An expert from the ORU College of Education will review student records to determine compatibility with ORU eAcademy. While every student will have a customized plan based on the results of the placement test and/or previous school records, students with learning disabilities may find that working in an online, virtual environment is too challenging or overwhelming. However, with parental supervision, some students with learning challenges such as ADD or ADHD may find that the virtual learning environment will be the means to help them with their learning. Parents and teachers will need to monitor these students closely to determine their success rate. Please note, ORU eAcademy is not prepared to work with students who have been diagnosed with severe learning disabilities.

How does the student communicate with an ORU eAcademy teacher?

The student can communicate with an eAcademy teacher in four ways. The first is through the writing of messages within the curriculum, which are sent through the Internet with the student's work. The second is through email with an onsite teacher. The third way is by phone. The final way is through Elluminate Live®, an online, interactive communication tool.

Does ORU eAcademy periodically send report cards or progress reports?

ORU eAcademy allows immediate viewing for the parent to see the current and cumulative progress of the student. It also furnishes the parent with the capability of printing a "grade summary" at any time. If an official grade report is needed, we will send one upon request. Parents may request a conference call with the teacher or administration.

Do students have a set calendar?

Yes, upon purchasing the curriculum, the administrator sets the school calendar for your student to fit into a 10-month time span for a 1-credit course and 5 months for a half-credit course. Your school calendar is then used to establish the lesson plans and due dates.

How quickly will my student's work be graded?

Our teachers have 24-48 hours (with the exception of weekends and holidays) to review and grade each student's daily assignments. Students who submit an excessive number of questions and/or amount of work may have to wait longer for teacher responses.

Is there any work that is not completed on the computer?

Projects that are accomplished away from the computer include science experiments, research papers for language arts, history, and Bible. Also, in grades 7-12, our language arts course includes reading and evaluating printed novels, plays, and biographies.

Do you offer an official transcript for outside courses that are approved for eAcademy credit?

If approved, the credit will show on our transcript as a transfer credit with the school name from which the credit was transferred or as a "homeschool" course.

Note: Outside credit approvals and homeschool credits/courses are recorded as Pass/Fail.

Is there a transcript fee?

There is no fee for transcripts.

When can my student start?

You can enroll your student(s) any day of the year. ORU eAcademy accepts registrations for enrollment 24 hours a day, 7 days a week, through our "user friendly" online registration form on our website, www.ORUeAcademy.com. You can also call an ORU eAcademy enrollment advisor at 1.800.678.5899.

How long does the enrollment process take?

The entire enrollment process takes approximately two to three weeks to complete. The enrollment process includes online registration, transcript processing, placement testing, program placement, and advisement. (Students enrolling in ORU eAcademy will have the option to take a national achievement test.)

I have just pulled my student out of a public school. What do I do now?

States have different homeschooling requirements, so we recommend contacting your local homeschooling organization, as well as the Home School Legal Defense Association at www.hsllda.org to find out what your state's homeschooling laws are.

What does the ORU eAcademy tuition cover?

The tuition covers enrollment in the eAcademy online curriculum. There may be additional paperback books to purchase for literature and reading courses and supplies for science experiments.

Can I enroll in ORU eAcademy if I live in another country?

ORU eAcademy offers online distance learning to students all over the world. Student work is then transmitted over the Internet for eAcademy to grade and record. However, a word of caution: there could be challenges with personal contact via phone or online while students are working on their schoolwork due to extreme differences in time zones.

Do you offer payment plans?

Tuition must be paid in whole or in half at the time courses are ordered. Payment is submitted by credit or debit card only.

Note: Full-time students have the option of making four payments.

Can I enroll my student for just one course?

Yes. Part-time students must take at least 1 full credit course. Simply fill out the online registration form and request the course(s) you wish for your student to take. If your student plans to earn a high school diploma through eAcademy, he or she should register as a full-time student with the usual placement testing and program planning. Please call an enrollment advisor at 1.800.678.5899.

Does my student need to be able to type to be successful?

Though typing skills are an advantage, many students successfully do the work using the "hunt and peck" method. Students are strongly encouraged to have keyboarding skills. There are several software packets geared toward aiding students with improving their skills.

FAQS ABOUT PARENT OR STUDENT INFORMATION

Do you know my particular state's homeschooling requirements?

No, parents are responsible for knowing their own state's homeschool laws. You may call your state homeschool organization for this information, or go to www.hsllda.org.

Please note ORU eAcademy is an accredited, private, Christian online school.

What is the parent's role?

While students and parents participating in ORU eAcademy will be supported by a three-tiered support system, including university professional education faculty, degreed/certified teachers and administrators, and teacher candidates (future teachers), the parent holds the primary responsibility for making sure the student is prepared to learn. Once enrolled, you have agreed to partner with ORU eAcademy educators to accomplish the task of educating your student. This is a very powerful partnership. Daily parental involvement is essential to ensure your student's success.

Parents are expected to provide all of the materials necessary to ensure a successful educational experience for the student. Additionally, parents should consistently monitor student progress and stay informed through contact with eAcademy educators.

What is a typical school day like?

Although the yearly academic calendar is preset, you may arrange the school day as you see fit. You may have your student do all the work in one sitting or space it out over the day. Time spent on the computer will vary depending on the number of subjects that have been assigned and the student's understanding level of the course material. Generally, a student taking a full course load will spend three to four hours a day on the computer.

How much time does the student have to finish the school year?

Each student is given 10 months to complete a 1-credit course and 5 months to complete half-credit courses.

When can my student start?

You can enroll your student(s) any day of the year. ORU eAcademy accepts registrations for enrollment 24 hours a day, 7 days a week, through our "user friendly" online registration form on our website, www.ORUeAcademy.com. You can also call an eAcademy enrollment advisor at 1.800.678.5899.

What should I do if my student misses a scheduled day of work? Do we need to notify ORU eAcademy?

One of the benefits of virtual schooling is the flexibility of the schedule. With the online ORU eAcademy, you have the flexibility to change your schedule when it becomes necessary. You do not need to notify ORU eAcademy of a school day that has been missed. If your student will not be working for a week or more, you are required to inform ORU eAcademy.

How often should I check my student's progress?

Daily. We encourage parents to take an active role in their student's education. Parents are essential in actively supervising throughout the lessons, and we encourage daily review of student progress. Your involvement is critical to your student's success. If you need help interpreting scores, answering questions, providing additional instruction, etc., please call one of your student's teachers for help. We encourage "parent conferences."

How does the student communicate with an ORU eAcademy teacher?

The student can communicate with an ORU eAcademy teacher in four ways. The first is through the writing of messages within the curriculum, which are sent through the Internet with the student's work. The second is through email with an onsite teacher. The third way is by phone. The final way is through Elluminate Live®, an online, interactive communication tool.

Do students have a set calendar?

Yes, upon purchasing the curriculum, the administrator sets the school calendar for your student to fit into a 10-month time span for a 1-credit course and 5 months for a half-credit course. Your school calendar is then used to establish the lesson plans and due dates.

Does my student need to be able to type to be successful?

Though typing skills are an advantage, many students successfully do the work using the "hunt and peck" method. Students are strongly encouraged to have keyboarding skills. There are several software packets geared toward aiding students with improving their skills.

Personal Information:

ORU eAcademy has instituted policies intended to ensure that your Personal Information (information which is personal to you and your child, such as name, address, e-mail address, telephone number(s), grades, attendance records, etc.) is maintained in a safe and responsible manner. We want you to know what type of information we may collect or have access to and how it is maintained. Please understand that this Privacy Policy applies to ORU eAcademy and not necessarily to its affiliates and/or partners.

If you have any questions regarding this Privacy Policy please call ORU eAcademy.

ORU eAcademy reserves the right in its sole discretion to modify this Privacy Policy at any time.

What We Collect:

We do not collect personal information about you or your child unless you have provided it voluntarily to ORU eAcademy. We will not require disclosure of more information than is reasonably necessary for participation in our ORU eAcademy services. This information may include names, addresses, contact information, subjects enrolled in, grades, and other academic-related information. The ORU eAcademy may have access to information from students or parents of students via screen share technology for purposes of educational administration, diagnostic testing, to fix errors in the school's database, and/or to correct any deficiencies in our ORU eAcademy services. Such data includes information gathered from students or parents only upon their subscribing to our services.

How We Use Your Information:

We maintain all student data, student educational information, and student files as confidential and guard the privacy of our students and their families. We do not sell, share, or disclose our ORU eAcademy client or student database information. All student/child information is secured.

Privacy Protection for Children:

ORU eAcademy urges parents, school administrators, and staff to discuss with their children and/or students the restrictions and sensitivity regarding the online release of personal information to any unauthorized person and to monitor their children/students' Internet activities at all times. We strive to comply with the Children's Online Privacy Protection Act of 1998 (COPPA).

Third Parties:

ORU eAcademy, at its sole discretion, may contract third parties to perform certain ORU eAcademy responsibilities under the auspices of the ORU eAcademy. These responsibilities may include but are not necessarily limited to teaching, grading, counseling, hosting of student data, and placement testing. Some student information may be maintained by a third party in a storage facility or server, and some technical support issues may be handled by third parties via remote desktop access. Any third parties contracted for the responsibilities contained in this paragraph shall be duly advised of the confidential nature of personal information.

Please read this Privacy Policy in its entirety to understand what type of personal information is collected and maintained about children/students in order for ORU eAcademy to provide its services and how we use such information. We use our best efforts to establish and maintain reasonable and prudent procedures to protect the confidentiality, security, and integrity of all personal information collected, although no specific assurances are provided.

No part of our ORU eAcademy services are specifically structured to attract children under the age of 13, except as an enrolled student in ORU eAcademy and under the guidance and supervision of adults in the form of parents first and then teachers and/or school administrators.

If you are a parent, or similar party, entering information about children or allowing access of school records to the ORU eAcademy via screen share technology, you represent that you have proper authority to submit the child's personal information or allow access of school records via screen share technology and agree to hold harmless ORU eAcademy from any and all claims relating to the acceptance and use of such information.

How to Contact Us:

We hope this Privacy Policy provides sufficient information about our collection, use, and disclosure of your student personal information. If you have any questions, concerns, or suggestions, we invite you to contact us directly.

ORU eAcademy
7777 South Lewis Avenue
Tulsa, OK 74171
Toll-Free: 1.800.678.5899

ORU | *eAcademy*

COLLEGE OF EDUCATION
7777 South Lewis Avenue
Tulsa, Oklahoma 74171-0001

800 | 678 5899

web: www.ORUeAcademy.com