

Dear Parent/Guardian:

You are receiving this letter because your student has failed either 1 or 2 core academic courses for the 2023-2024 school year. To be promoted to the next grade level, your child must participate in Shawsheen Valley Technical High School's Summer School Credit Recovery Program. The in-person program will start on **July 8<sup>th</sup> and end on August 1<sup>st</sup>**. Session times are listed below. If your child failed two courses, they must attend both sessions per day.

Please read the following information carefully about the program. Payment and the registration form must be submitted no later than **Wednesday, June 26, 2024**.

**Summer School Contact:** Kevin Caruso, Assistant Principal of Student Affairs  
Email: [kcaruso@shawtech.org](mailto:kcaruso@shawtech.org)  
Telephone: (978) 667-2111 ext. 1505

**Summer Sessions:** Monday-Thursday from July 8<sup>th</sup>-August 1st

**Summer Session Times:** Session 1: 8 am-10 am  
Session 2: 10 am-12 pm

**Tuition and Refund Policy:** Tuition for Credit Recovery Summer School is \$350 per course. No refunds will be available after the close of registration on June 26<sup>th</sup>. Tuition is refundable due to the cancellation of a class for insufficient enrollment. *Shawsheen Valley Technical High School reserves the right to cancel any courses due to lack of enrollment.*

**Registration Dates:** Mail-in and walk-in registration must be received by June 26<sup>th</sup>, 2024, and must be accompanied by cash, check or money order for full tuition payment. Returned checks will face a processing fee up to \$25. No grades will be issued until full payment is received. Walk-in registration can happen during regular school hours- 8 a.m. to 2 p.m. prior to Wednesday, June 26, 2024.

**Attendance Policy:** Students are allowed one (1) absence. *All absences are considered unexcused (emergency, illness, etc.).* If a student is 15 minutes late or more for a session it will be considered an absence. If students arrive after the session starts, but before the 15-minute threshold, the student will be considered tardy. Three (3) tardy entries, and/or early dismissals will equal one (1) absence. **Any student absent more than one (1) time, or tardy more than three (3) times will be dropped from the course. In this event, the school will not issue a grade for the course, or a refund for the course.**

**Transportation:** Students are required to provide their own transportation to summer school. Students should be dropped off and picked-up at the rear entrance by the cafe. Students who drive must park in the rear lot.

**Conduct:** All students are expected to comply with the rules of conduct identified in the Shawsheen Tech *Student Handbook* and the *Bullying Prevention & Intervention Policy* (available online at: [www.shawsheentech.org/about/deansoffice.html](http://www.shawsheentech.org/about/deansoffice.html)).

**Grading:** In order to recover credit for failed courses, students must complete course work with a minimum grade of seventy (70) percent.