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Dr. Florence Barker Aitken, Director

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3562 Coventry Gardens Drive  
Las Vegas, Nevada 89135  
tel. 702.610.2250

Dear Families,

Thank you for your interest in Athlon Academy Home Private School. For many, homeschooling can be a better option for children and families than a traditional school. Athlon Academy offers an educational program that is Christ-centered, success oriented, academically individualized, and of the highest quality in order to prepare students for success in postsecondary education.

Athlon Academy primarily uses consumable textbooks in order to allow for school growth and yearly adjustments in the curriculum. At the onset of the program, every incoming student will participate in a complete diagnostic assessment to measure his/her academic ability. *Unlike traditional educational practices, Athlon Academy prescribes content materials and learning experiences based on students' assessed academic readiness levels.*

All children are not at the same place in their learning and should not be required to get lodged in a lock-stepped program. Athlon Academy staff will align instruction to allow students to focus on essential concepts at levels which they are capable of working. Because of this educational philosophy, it is not surprising that the largest survey and testing program for students involved in home-based instruction found that the achievement results of home-schooled children were exceptionally high when compared to their public school peers. Further, 25% of home-schooled students were enrolled in one or more grades above their age-level public and private peers.

What positions us above other programs? We offer flexibility, personal tutoring attention, parental involvement, access to academic advisors, and an **accredited** diploma. Our program works "with" your schedule and for the benefit of your child; we are partners with parents. At Athlon Academy, we utilize the *Accelerated Christian Education* (ACE) program. This is a proven, Bible-based, self-instructional, character-building, individually prescribed, mastery-based curriculum. As a member of ACE, our private homes-school program is subject to an annual review to secure our accreditation status; hence, Athlon Academy has the authority to grant high school diplomas worthy of college entrance as any other private or public school in the nation!

We are pleased that you have inquired about Athlon Academy. We feel strongly that you will be thoroughly pleased with our program, our curriculum, and the opportunities we are presenting to students.

Respectfully,

*Athlon Academy Administration*



Athlon  
Academy

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# Enrollment Information for Athlon Academy

Dear Families,

It is our pleasure to welcome you to Athlon Academy Home Private School. You are beginning an exciting program, which can influence the rest of your life. This educational program is Christ-centered, success oriented, academically individualized, and of the highest quality.

With the proper Christian education, we aim to have students who will be *honoring him/herself, honoring his/her family, and honoring God*. Our goal is to prepare students for success in postsecondary education. With a strong, self-paced curriculum and caring guidance, every child has potential.

We are pleased that you have inquired about registering your child at Athlon Academy. We feel strongly that you will be thoroughly pleased with our program, our curriculum, and the opportunities we are presenting to students.

We sincerely hope that you will decide on Athlon Academy, where your child comes first.

Respectfully,

*Athlon Academy Administration*



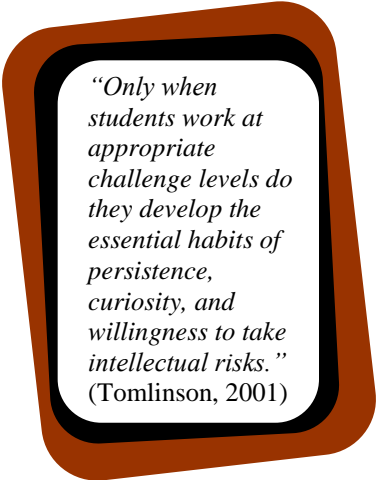
## Curriculum Information

Athlon Academy primarily uses consumable textbooks in order to allow for school growth and yearly adjustments in the curriculum. At the onset of the program, every child will participate in a complete diagnostic assessment to measure his/her academic ability. ***Unlike traditional educational practices, Athlon Academy prescribes content materials and learning experiences based on students' assessed academic readiness levels.***

All children are not at the same place in their learning and should not be required to get lodged in a lock-stepped program. For example, a student by state standards in grade four may be functioning academically at the eighth grade level. Athlon Academy staff will align instruction to allow that student to focus on essential concepts at the level which he/she is individually capable of working. It should be noted that the largest survey and testing program for students involved in home-based instruction found that the achievement results of home-schooled children were exceptionally high when compared to their public school peers. Further, 25% of home-schooled students were enrolled in one or more grades above their age-level public and private peers.

What positions us above other programs? We offer flexibility, personal tutoring attention, parental involvement, access to academic advisors, and an accredited diploma. Our program works “with” your schedule and for the benefit of your child; we are partners with parents.

At Athlon Academy, we utilize the *Accelerated Christian Education* (ACE) program. This is a proven, Bible-based, self-instructional, character-building, individually prescribed, mastery-based curriculum. As a member of ACE, our private school is also subject to an annual review to secure our accreditation status; hence, Athlon Academy has the authority to grant high school diplomas worthy of college entrance as any other private or public school in the nation.



*“Only when students work at appropriate challenge levels do they develop the essential habits of persistence, curiosity, and willingness to take intellectual risks.”*  
(Tomlinson, 2001)

## Steps to Admission for a New Student

After you have completely and carefully read this handbook and have decided to register your child, please follow the steps below:

1. Pick up or call for a Registration Packet from the administration office. Packets are also available at the conclusion of informational meetings to be held throughout the year.
2. When you have completely filled out all Registration Packet forms, call the school to make an appointment for an interview with the school's administrative team.
3. At the time of your interview, please bring: (a) your child; (b) all forms completed; (c) your child's original Birth Certificate; (d) your child's Immunization Records; and (e) your child's most recent Report Card.
4. The registration fee of \$120.00 is due at the time of enrollment.
5. During the interview, a date and time will be set for the student's Diagnostic Testing. Diagnostic Testing will occur July/August, prior to the onset of the new school year.
6. After the Diagnostic Testing has been completed and scored, an appointment will be set to review the testing results with both parent/guardian and the student.
7. For high school students, an Academic Projections Toward Graduation form will be completed by the administration, parent/s, and student. This form will outline the graduation requirements and track progress toward that goal.



8. All students are expected to pay tuition for the year in advance or pay for the semester in advance. Semester payments (1/2 of total tuition) are due by the sixth of each month, August and January, unless otherwise stipulated.
  - Tuition is based on a ten (10) month school year basis.

## School Hours and Class Time Schedule

- *OPEN SCHOOL HOURS FOR CONFERENCES/ PARENT CONSULTATION/ PACE TEST GRADING/ MATERIALS PICK UP/ DIAGNOSTIC ASSESSMENTS*

Saturday

Grades 1<sup>st</sup> – 12<sup>th</sup> ..... 8:00 a.m. – 2:00 p.m.

***\*NOTE: All of our families are welcome to phone during the week for assistance.***

## Tuition and Statement of Rates

- YEARLY TUITION RATES

Grades 1 through 5 ..... \$900.00

Grades 6 through 8..... \$1200.00

High School ..... \$1500.00

- NEW ENROLLMENT REGISTRATION FEE:

Due at time of enrollment ..... \$120.00

▪ NEW ENROLLMENT DIAGNOSTIC TEST FEE:

Grades 1<sup>st</sup> – 12<sup>th</sup> (Due at time of testing) ..... \$40.00

▪ YEARLY RE-ENROLLMENT FEE:

\$100.00 - This fee is due August 1<sup>st</sup> to secure enrollment for the following school year.

***\*NOTE: Enrollment & Re-enrollment fees are non refundable.***

▪ ANNUAL STANFORD 10 (if applicable):

Due at time of testing..... \$40.00

▪ Failed PACE Test Fee

\$8.00 – This fee is due at the time of repeated PACE pick up.

## **Withdrawal Procedures**

A 30-day advance written notice must be made to the office prior to the removal of a student. There are no refunds for tuition at any time during the school year.

*\*Students leaving Athlon Academy with an account balance owing will not receive their school transcripts when transferring to another school until the balance is paid in full. Graduating students must have their account balances paid in full before receiving their diplomas.*



## Late Fee & Return Check Fee Policies

Any tuition payments missed in accordance with the scheduled payment date will be assessed a **\$25.00 late fee** for **the first time** and a **\$50.00 late fee anytime thereafter**. After a second returned check, all payments thereafter must be paid in cash or money order.

Payments must be received by the scheduled payment date. Student(s) will not be allowed to continue in the program until the account is made current. If the account is not made current



with 21 days after the scheduled payment date, the student(s) will be dropped from the school roster and will be required to pay the initial registration fee of \$120.00 to be reinstated.

## Responsibilities of the School, Parents/Guardians & Students

- SCHOOL RESPONSIBILITIES
  1. To provide a positive learning atmosphere
  2. To control the Learning Center where students can learn without any hindrances from other students
  3. To be aware of any learning difficulties or disabilities of students at the Learning Center

4. To respond in a timely manner to students' needs at the Learning Center
5. Communicate to parents about the progress and/or problems (behavioral or learning disabilities) of their child
6. To inform parents of the regulations and procedures, and update them as needed
7. Maintain accurate attendance and academic records of each student
8. To monitor the progress of each student and update the student and parent if the student is falling behind academic projections
9. To provide a report card in a timely manner
10. To provide an individualized academic curriculum for accelerated students
11. Maintain current records of the students' files

■ **PARENT/GUARDIAN RESPONSIBILITIES**

1. To provide for their child's moral, material, and learning needs
2. To provide a loving and appropriate environment where their child is able to do his/her work at home
3. To be aware of what their child is learning in school
4. To make their child accountable for his/her schoolwork
5. To assist their child on schoolwork issues
6. To communicate to the school any problems that might be hindering the learning capabilities of their child
7. To deliver and pick up learning materials from the school in a timely manner
8. To read, understand, and sign the Athlon Academy Code of Honor for their child – This Code of Honor must be submitted to the school prior to starting the program.

## ■ STUDENT RESPONSIBILITIES

1. Abide by the rules of the school and home
2. Perform all of the schoolwork (goals)
3. Study the curriculum in order to pass the Unit Test (PACE Test)
4. Notify the staff when the subject material is not understood
5. Notify parents if there are problems with learning the subject matter and the school staff has not responded in a timely manner

## **Learning Center Procedures**

1. Students must complete daily goals and score their PACE Tests.
2. Students may not copy answers from the score key.
3. SCORE KEYS must remain at the SCORING TABLE.
4. Students must work all activities and score PACEs completely and make all corrections necessary before proceeding to do the Self Test.
5. The Supervisor must sign Check-ups & Self-Tests.
6. Students must score 80% or above on Self Tests before proceeding to take the PACE Test.
7. Only pencils may be taken to the testing table.
8. Students must score 90% or above in PACEs up to and including #1036. PACE #1037 and above must score 80% or above in order to advance to the next PACE. All Word Building Tests must be passed with a score of 90% or above.
9. PACEs, SCORE KEYS and other educational materials may not be removed from the classroom without the permission of the Supervisor.
10. A Christian flag or American flag are used in the Learning Center to get the Supervisor or Monitor's attention.

11. Students are not permitted to:
  - a. Talk in class
  - b. Get out of their seats without permission
  - c. Go to the restroom without permission
12. Students working in Math PACes #1075 and above may use calculators.

## **Student Procedures / Code of Conduct**

Athlon Academy is dedicated to the training of children in a program of study, activity, and living, which is Christ-centered. To safeguard the reputation of our school, the following standards have been formulated. Strict adherence to these standards will help to ensure a productive school year.

1. Students are to refrain from alcohol, drugs, tobacco, and bringing immoral and indecent magazines of any kind to school. Students bringing any of the above will be expelled from school upon review by the school administration.
2. Students are to refrain from improper language and immoral conversation. Indecent and boisterous behavior will not be tolerated and are or will be grounds for suspension or expulsion.
3. Willful disobedience or willful disrespect are or will be grounds for suspension or dismissal from school.
4. No Defacing of Property – The parent/guardian will be billed for any damage, and the student will be suspended or expelled from school.
5. Students are never to leave the school grounds during Saturday school hours without being picked up by a parent/guardian.
6. Gum chewing is prohibited at the Learning Center.
7. No fighting or play fighting is permitted. No threats of any kind will be tolerated. No misbehavior or

disturbance to others is allowed at any time. No pushing or shoving at any time. These will be grounds for suspension or expulsion.

8. Students are never to cheat on PACE Tests/Scoring. This is grounds for suspension or expulsion.
9. Students will be immediately suspended or expelled if involved in theft of any Score Key or other school property.
10. No hats, toys, radios, video games, CD players, or personal items may be brought to school. Any items brought to school will be confiscated and returned to the parent/guardian only, not to the student.
11. No defacing of PACEs, Workbooks, Score Keys, or any other property belonging to the school.
12. Cell phones are not permitted in class. Cell phones & PDAs must be kept in a backpack at all times.

We reserve the right to search for suspicion of illegal or unauthorized materials in:

1. Automobiles/Vehicles
2. Backpacks, purses, pockets
3. Desks

## **Discipline**

In exceptional cases that require suspension or expulsion, the parent/guardian will be contacted, and a conference may be required with the school administration.

## **Non-Discriminatory Racial Policy**

The school shall not discriminate against students and others on the basis of race, color, or ethnic origin.

## **Change of Address and Telephone Number**

Please report any changes of your work, home, or emergency telephone numbers and your home address. It is important that the school have this information in case of an emergency.

## **Exception Policy**

Any exception provided does not apply to all.



## High School

### *Academic Projections and Course of Study*

“Academic Projection” informs students and parents what Course of Study the student has been prescribed, the list of courses (PACES) required to complete, and the time frame required to meet graduation requirements.



*Athlon Academy offers four Courses of Study.*  
They are:

- 1. Honors Diploma**
- 2. College Preparatory Diploma**
- 3. General Diploma**
- 4. Vocational Diploma**

- ***Honors Diploma:*** Students must have a 94% average, must score at least 22 on the ACT or 1000 on the SAT. (28 Credits Required)

| <b>CORE REQUIREMENTS</b>     |   |
|------------------------------|---|
| <b>MATH (3.5)</b>            | Algebra I<br>Geometry<br>Algebra II<br>Trigonometry (.5)                                  |
| <b>ENGLISH (5)</b>           | English I<br>English II<br>English III<br>English IV<br>English Composition               |
| <b>SOCIAL STUDIES (4)</b>    | World Geography<br>World History<br>American or National History<br>U.S. Civics/Economics |
| <b>SCIENCE (4)</b>           | Biology<br>Physical Science<br>Chemistry<br>Physics                                       |
| <b>BIBLE (2)</b>             | New Testament Survey<br>Old Testament Survey  |
| <b>NON-CORE REQUIREMENTS</b> |   |

Etymology – 1  
 Typing - 1  
 Health – ½  
 Foreign Language (2 Years) – 2  
 Physical Education (2 Years) – 2

Remainder of credits = Electives

**TOTAL: 28**

*\*A student graduating with an Honor's Diploma will receive an International Honor's Certificate from Accelerated Christian Education.*



- ***College Preparatory Diploma:*** Students must score at least 20 on the ACT or 900 on the SAT. (26½ Credits Required)

### CORE REQUIREMENTS

|                           |   |
|---------------------------|---|
| <b>MATH (3.5)</b>         | Algebra I<br>Geometry<br>Algebra II<br>Trigonometry (.5)                                  |
| <b>ENGLISH (4)</b>        | English I<br>English II<br>English III<br>English IV                                      |
| <b>SOCIAL STUDIES (4)</b> | World Geography<br>World History<br>American or National History<br>U.S. Civics/Economics |
| <b>SCIENCE (3)</b>        | Biology<br>Physical Science<br>Chemistry or Physics                                       |
| <b>BIBLE (1)</b>          | New Testament Survey  |

### NON-CORE REQUIREMENTS

Etymology – 1  
 Typing - 1  
 Health – ½  
 Foreign Language (2 Years) – 2  
 Physical Education (2 Years) – 2

Remainder of credits = Electives

**TOTAL: 26½**



➤ ***General Diploma:*** (24 Credits Required)

| CORE REQUIREMENTS                |   |
|----------------------------------|---|
| <b>MATH (3)</b>                  | Algebra I<br>Geometry<br>Business Math  |
| <b>ENGLISH (4)</b>               | English I<br>English II<br>English III<br>English IV                                      |
| <b>SOCIAL STUDIES (4)</b>        | World Geography<br>World History<br>American or National History<br>U.S. Civics/Economics |
| <b>SCIENCE (2)</b>               | Biology<br>Physical Science   |
| <b>BIBLE (1)</b>                 | New Testament Survey  |
| NON-CORE REQUIREMENTS            |   |
| Health – ½                       |   |
| Foreign Language (1 Year) – 1    |   |
| Physical Education (2 Years) – 2 |   |
| Remainder of credits = Electives |   |
| <b>TOTAL: 24</b>                 |   |



- ***Vocational Diploma:*** The student must complete at least through PACE 1096 in every subject. For transfer students, PACEs will be assigned to meet minimum graduation requirements. (22 Credits)

| <b>CORE REQUIREMENTS</b>         |                         |
|----------------------------------|-------------------------|
| <b>MATH (4)</b>                  | 48 PACEs (as diagnosed) |
| <b>ENGLISH (4)</b>               | 48 PACEs (as diagnosed) |
| <b>SOCIAL STUDIES (4)</b>        | 48 PACEs (as diagnosed) |
| <b>SCIENCE (4)</b>               | 48 PACEs (as diagnosed) |
| <b>BIBLE (1)</b>                 | New Testament Survey    |
| <b>NON-CORE REQUIREMENTS</b>     |                         |
| Health – ½                       |                         |
| Physical Education (2 Years) – 2 |                         |
| Remainder of credits = Electives |                         |
| <b>TOTAL: 22</b>                 |                         |

## Credit Transfer Policy

As a “Private Christian School,” we provide transfer units to other public schools upon transfer of students from our school to government public schools. Since we are not under the same regulations as the government public school system, the intent of this notice is to inform you of the following:

If during your child’s high school career at Athlon Academy, he/she transfers to a government public school, there is a possibility that the receiving government public

school will not accept your child's credits. This also applies to any government higher-learning institution. If we should ever experience a situation as the one mentioned above regarding your child, we will work to the best of our ability with the receiving government public school administration to provide successful credit transfers. If the results of our efforts do not produce acceptance of credits, Athlon Academy is not in any way liable or responsible for the government public school decisions.

No monetary refund of curriculum, tuition, or any other expenses incurred while attending Athlon Academy will be issued at any time. If there should be an outstanding balance owed to Athlon Academy, the parent or guardian will be responsible to pay for services rendered.

## Accreditation

Upon graduation, the student will be issued a High School Diploma from Athlon Academy as well as an accredited diploma from Lighthouse Christian Academy.

Accreditation is by the Commission on International and Trans-regional Accreditation and the Southern Association of Colleges and Schools. Graduation fees will be applied.



*“Education is not the filling of a pail, but a lighting of a fire.”*

-William Butler Yeats



## Athlon Academy Code of Honor

At Athlon Academy, our purpose is to provide educational guidance and materials based on a personalized and self-instructional curriculum. Our curriculum, *Accelerated Christian Education*, will assure parents that their child/ren will receive academic rigor based on a course of study that is individualized; as a result, producing academic excellence for all learners at all levels.

Our commitment to excellence extends throughout the structure of our academy. This unique program has a duty toward merit, which includes managing accountability, assessing student achievement, and supporting challenges of the curriculum standards. With that, there is also a distinct expectation that parents/guardians will:

- Monitor the program activities of their children – This includes reviewing and checking schoolwork in a timely manner, ensuring the integrity of the program, and faithfulness of educational involvement.
- Be responsible for communicating with the school – This includes the submission of PACE tests, receipt of new materials, and transporting their children to the Learning Center when necessary.
- Show effort, respect, and cooperation with the school – This includes carrying out the specialized responsibilities of being a parent/guardian.

*\*I understand that as my child's first and foremost teacher, I will support his/her achievement. I agree to uphold the abovementioned expectations.*

**Student Name**

**(PRINT):** \_\_\_\_\_

**Parent/Legal Guardian**

**(PRINT):** \_\_\_\_\_

**(SIGNATURE):** \_\_\_\_\_



