

## Mission Statement

Higher Path Academy is a Christian home school tutorial program with a focus on ministry, missions, and leadership. HPA welcomes students and families who share our mission, focus, and pursuit of excellence in every endeavor.

*“Finally, brothers and sisters, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable--if anything is excellent or praiseworthy--think about such things.”*  
Philippians 4:8

## Admission Process

- Contact HPA to set up a tour and meet with the director.
- Enrollment
  - Read the HPA Handbook carefully (students and parents/guardians)
  - Fill out and return the application and enrollment form with a list of requested classes along with the non-refundable registration fee of \$250 (deposit on tuition) and application fee (\$150, new families only)
- Tuition: Tuition is due on or before the first day of class.

## Parent-Initiated Schedule Changes

Every effort should be made to finalize a student's schedule BEFORE the first day of class. However, HPA understands that certain situations may arise that would require a change of classes. A student may drop a class before September 11th (one month after the first day of class) and receive no more than an 80% refund (application fee, registration fee, and course materials fees are non-refundable). After September 11th, no refunds will be issued.

## Fee Schedule

- Application fee \$150 (new families only)
- Registration fee \$250 (non-refundable deposit); Late enrollment fee \$100 (after July 10th)
- Tuition \$500 per class (1.5 hr. classes/32 weeks) - course materials fees (CMFs) not included
  - ACT Prep/Gov't./Econ./Personal Finance are \$250/semester (1.5 hr. classes/16 weeks)
- HPA reserves the right to hold a student's grade if the account is delinquent
- Payment options:
  - 1) pay full tuition on or before Aug. 11 (cash, check, card, Venmo, PayPal)
  - 2) two semester payments (2 post-dated checks dated Aug. 11, Dec. 10)
  - 3) ten monthly payments (10 post-dated checks for the 1st of each month, Aug.-May; plus a one-time \$50 service fee)

**HPA Refund Policy:** The \$250 Registration Fee, \$150 Application Fee, and CMFs are nonrefundable. Tuition is nonrefundable after September 11th. There is \$30 bank fee for returned checks or holding a check over a week past the posted date.

## Attendance Policy

Since tutorial classes meet only once per week, every effort should be made to attend all classes. In the event of an absence or tardy, however, it is the responsibility of the parents/guardians to inform the director via text message, email, or a handwritten note. (Work missed is due the following week.)

## School Closings

Since HPA is located in Gallatin, we will follow the school closing policies for inclement weather for Sumner County. Therefore, if Sumner County Schools are closed for inclement weather (snow, ice, flooding, etc.), HPA will also be closed. However, this does NOT mean that we follow Sumner County school closures for all other holidays/events (elections, parent/teacher conferences, testing, etc.). Please check your local news/weather apps for school closings. Days missed due to inclement weather will not be made up and are not refunded; instead; the teacher will communicate with students regarding assignments and adjust the pace of the class accordingly.

## Grading Policy

One of the most valuable components of home education is the importance of the parents as the primary teachers. Therefore, it is crucial to remember that the final word on grades is the right and responsibility of the parents. Home school tutorial teachers partner with parents in the education of their children and report performance and participation information to the parents. However, it is up to the parents to report semester averages to their umbrella school based on all components of the grade (tutorial work as well as “at home” work, if applicable).

## HPA Grading Scale:

A = 94-100

B = 87-93

C = 77-86

D = 70-76

F = 0-69

## Communication

Communication is vital in building and maintaining relationships between students/parents/staff. We will use a number of methods of communication including (but not limited to) the following:

- **Email** - for invoices, some discipline issues, campus-wide announcements/information, etc.
- **Edmodo** - for assignments, grades, messages, etc. (PRIMARY FORM OF COMMUNICATION)
  - Parent and Student account needed
- **Phone calls/Text messages** - typically reserved for emergencies, especially during class
- **HPA Website** - for announcements, class information, fee schedule, etc.
- **Social Media** - for sharing information about what is going on in class and to communicate

## Code of Conduct

Parents, students, HPA staff and volunteers will conduct themselves in a way that shows honor and respect to God, authority figures (parents, teachers, HPA director and volunteers), classmates, and guests. This includes respecting HPA property and supplies. Violating this code of conduct can result in academic probation, suspension, and/or expulsion from HPA. Please read the following carefully.

**I will honor and respect God with my words and actions.**

*You have declared this day that the LORD is your God and that you will walk in obedience to him, that you will keep his decrees, commands and laws--that you will listen to him.* Deuteronomy 26:17

**I will honor and respect my parents with my words and actions.**

*Honor your father and your mother, so that you may live long in the land the Lord your God is giving you.* Exodus 20:12

**I will honor and respect my teachers with my words and actions.**

*Finally, brethren, whatever is true, whatever is honorable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence and if anything worthy of praise, dwell on these things.* Philippians 4:8

**I will honor and respect my classmates with my words and actions.**

*Let love be without hypocrisy. Abhor what is evil; cling to what is good. Be devoted to one another in brotherly love; give preference to one another in honor; not lagging behind in diligence, fervent in spirit, serving the Lord; rejoicing in hope, persevering in tribulation, devoted to prayer, contributing to the needs of the saints, practicing hospitality.*

*Bless those who persecute you; bless and do not curse. Rejoice with those who rejoice, and weep with those who weep. Be of the same mind toward one another; do not be haughty in mind, but associate with the lowly. Do not be wise in your own estimation. Never pay back evil for evil to anyone. Respect what is right in the sight of all men. If possible, so far as it depends on you, be at peace with all men. Never take your own revenge, beloved, but leave room for the wrath of God, for it is written, "VENGEANCE IS MINE, I WILL REPAY," says the Lord. "BUT IF YOUR ENEMY IS HUNGRY, FEED HIM, AND IF HE IS THIRSTY, GIVE HIM A DRINK; FOR IN SO DOING YOU WILL HEAP BURNING COALS ON HIS HEAD." Do not be overcome by evil, but overcome evil with good.*

Romans 12:9-21

**Academic Dishonesty:** Academic dishonesty is submitting someone else's thoughts or work as your own. Examples of academic dishonesty include (but are not limited to) plagiarism, copying answers from another student or an answer key, cheating on a test, etc. Academic dishonesty will NOT be tolerated at HPA and will result in a grade of zero on the assignment and the following consequences:

- First offense = communication with parent/guardian; student placed on academic probation
- Second offense = conference with parent/guardian; one week suspension
- Third offense = conference with parent/guardian; expulsion

**Academic Probation:** If a student has an average of 76 or below in any class or has violated the code of conduct and or policies outlined in the HPA handbook, the student may be placed on academic probation and given two weeks to show considerable improvement in conduct/academic effort.

**Suspension:** Students who have grossly violated the code of conduct or have failed to show considerable improvement in conduct/academic effort after being placed on academic probation may be suspended.

**Expulsion:** In the rare event that none of the above options have produced a positive outcome in conduct/academic effort, a student may be expelled from HPA for the rest of the academic year.

**Dress Code:** Students are required to dress modestly (no midriffs showing, no exposed undergarments, no short shorts, no spaghetti straps, no clothing with demonic/suggestive messages).

**Medication Policy:** Students should take all medications (prescription or over the counter) before arriving at school or after leaving campus. If there is a specific situation, parents should contact the director to discuss making certain accommodations.

**Technology Policy:** Students may use technology/WiFi for educational purposes and for emergency contact with parents/guardians. During study hall, students have more access to technology; however, this access is a privilege that should not be abused. Students using technology (cell phones, tablets, laptops, etc.) for non-educational purposes that do not adhere to Philippians 4:8 will be issued a verbal warning and/or risk academic probation, suspension, expulsion (depending on the content/severity of the violation). Please note that students MUST have reliable access to both the Internet as well as a working printer in order to complete all the requirements for classes. In order to not raise tuition/fees, students are not allowed access to the HPA printer(s); any work due must be printed/copied off campus PRIOR to class.

**Weapons:** Students are not allowed to bring any weapon (gun/knife/etc.) to campus at any time.

**Visitors:** All visitors to HPA must be approved by administration before arrival.

## Field Trips

Field trips are a privilege reserved for those students not on academic probation, suspension, or expulsion. Field trips will require permission slips and an additional fee (for admission, food, etc.) may also be required. All policies (especially the code of conduct) will be enforced on every field trip.

## Statement of Faith

“As adopted by the National Association of Evangelicals”

We believe the Bible to be the inspired, the only infallible, authoritative Word of God.

We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit.

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.

We believe that for the salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely essential.

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.

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.

We believe in the spiritual unity of believers in our Lord Jesus Christ.

***You will be asked to sign a statement on the HPA Registration Form that says that you have read and agree to the policies, code of conduct, and statement of faith outlined in the HPA Handbook.***