



Academic Policies

Student Responsibilities

To help students have a successful experience at the WiloStar3D Academy, students are responsible for knowing and adhering to the policies and procedures that are described below. These policies are also outlined for students in the WiloStar student handbook.

Attendance

WiloStar students are expected to attend and participate in their scheduled live class meetings. This is a requirement with our school. All assigned work should be completed in a timely fashion, and students must actively participate in course discussions. At an absolute minimum, students are required to log-in and perform work in their course(s) three times per week. Ideally, students will access their VHS classes each day.

WiloStar3D Academy is a very interactive type of online program for homeschoolers. Because of this, we have online attendance and live class requirements. A quick summary of the requirements is listed below.

- Students must choose 2.5 hours on Monday, Tuesday, Thursday and Friday to attend 3D study hall. A study hall contract must be filled out with the desired hours the student will commit to each semester. The hours need to take place anytime between 9-3 EST. This is designed to help the student with any questions that might pop up during the school day while they work on the day's lessons.
- At the middle school level, students have four online classes a week. (Monday, Tuesday, Thursday, Friday.) Typically the online class meetings occur at 11:45-12:35. This is subject to change. Conference times are posted three weeks before the school year begins.
- At the high school level, students have two online classes a week per core subject. Since our high school students take two core subjects a semester that means you will have a live class meeting on Monday, Tuesday, Thursday, Friday.) Typically the online class meetings at the high school level occur at afternoon between 1:45-2:35. This is subject to change. Conference times are posted three weeks before the school year begins.

In cases of extended student absence due to illness (five days or more), the student's parent/guardian, may contact the course teacher directly to notify the teacher of any delay in providing assigned work. It is the responsibility of the student to make up work missed due to absence. Unless there are extenuating circumstances, work should be made up within one week of the student's return to class. Credit for makeup work is at the discretion of the course instructor.

A student who neglects coursework, or has excessive or unexcused absences may be required to withdraw from WiloStar. The student is assigned a grade of W(Withdrawn) and earns no credit for the course. In cases of extended absence due to illness (two days or more), the student, or the student's parent/guardian, should notify the teacher directly of any delay in providing assigned work. It is the responsibility of the student to make up work missed due to absence.

Academic Honesty

All work submitted to meet course requirements is expected to be the student's own work. A student suspected of academic dishonesty in any form is subject to review and disciplinary action by WS3D. Disciplinary action may result in termination from the course.

Acceptable Internet Use Policy

All students attending the WiloStar3D Academy are expected to conduct their communications in a professional, respectful manner. The use of proper Internet etiquette is expected at all times. Inappropriate language or behavior will result in disciplinary action and possible termination from the course at the discretion of WS3D.

Anti-Harassment Policy

WS3D is committed to safeguarding the right of all students to work and learn in an environment that is free of harassment. Harassment on the basis of race, color, ancestry, religion, national origin, age, sex, sexual orientation, or disability in any form will not be tolerated and may result in termination from the school. All students need to read, sign and follow the WiloStar3D Academy Code of Conduct.

Student Discipline

As in any classroom, the WiloStar teacher will attempt to address discipline problems directly with the student prior to referring the student to the director for action. If the instructor is unable to resolve the problem, or if the infraction is such that it requires administrative notification, the teacher will contact the director and appropriate disciplinary action will be taken. Again, all students need to read, sign and follow the WiloStar3D Academy Code of Conduct.

Grades

Grades at WiloStar3D Academy come from a combination of these areas:

- 1- Daily work uploaded (assignments). This includes all written work, progress checks and end of module/course assessments**
- 2- Conference Participation and Attendance**
- 3- Wiloworlds Knowledge Tower and World Projects**

There is a common grading scale for all courses offered by the WiloStar3D Academy. Grades range from A+ (100%) for excellent work to F (59% or below) for work that does not meet the minimum requirements of the course. Your current grade average will be available in your course each week and your final grade will be available in your course and be sent to you via email. When converting numeric grades to letter grades, the system will use the following scale:

Letter Grade	Numeric Grade
A+	97 - 100
A	93 - 96
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	00 - 59