

** All fields are Required

Student Information - To Be Completed By Student			
PLEASE CIRCLE: RETURNING STUDENT OR NEW STUDENT		SOCIAL SECURITY NUMBER	
STUDENT NAME (FIRST / MIDDLE / LAST)		GENDER: MALE OR FEMALE	
		DATE OF BIRTH (MM / DD / YYYY)	
MAILING ADDRESS			
CITY	STATE	ZIP/POSTAL CODE	RACE
CELL PHONE NUMBER		PERSONAL EMAIL ADDRESS**	
Center Information - To Be Completed By Job Corps Official			
NAME OF JOB CORPS CENTER		TITLE OF APPROPRIATE SCHOOL or JC OFFICIAL	
SIGNATURE OF APPROPRIATE JOB CORPS or SCHOOL OFFICIAL		DATE	
PHONE NUMBER FOR JOB CORPS CENTER		EXTENSION	
START DATE AT JOB CORPS CENTER	HAVE YOU ENCLOSED / SENT TABE SCORES AND TRANSCRIPTS WITH THIS APPLICATION ? CIRCLE YES or NO		
DATE OF MOST RECENT TABE AND LEVEL	MATH SCORE	READING SCORE	

New Learning Resources Online allows students to enroll in programs without regard to race, religion, gender, age, color, national origin, or physical disability.

*** If student does not supply valid personal email address then the student is granting permission for NLRO to create one on his / her behalf which will be needed to participate in the NLRO program.*

Students who qualify for the High School Diploma Program must select one of the following tracks offered by New Learning Resources Online. The two pathways students may take to earn the NLRO High School Diploma are as follows:

OPTION 1-

New Learning Resources Online High School College –Prep Track (CP Track)

Standard College Track Diploma that prepares students for many post-school options:

- Postsecondary institutions
- Military
- Employers
- Requirements for Entrance:
 - Completed at least 10.0 units to be transferred in from prior accredited school
- **24 credits** to graduate which includes the following: English-4.0; Math-4.0; Science-4.0; Social Studies-4.0; Art-1.0; Language-1.0; Health-0.5; Computer Applications-1.0; Electives-4.0 (Trade up to 1.0 unit)
- All credits earned through the CP Track program may be transferred if the student chooses to change to the CR Track program.

OPTION 2-

New Learning Resources Online High School Career Track (CR Track)

Prepares students for competitive employment and limited post-school options:

- Community and Technical Colleges
- Military and Employers
- Suggestions for Entrance:
 - TABE Scores: Reading Score-520; Math Score-500
- **Requires 20 credits** to graduate which includes the following: English I, English II, Integrated English III, Integrated English IV; Algebra I, Survey of Mathematics, Business Math, Mississippi Studies, Government, U.S. History, Bus. &Mark Fundamentals, Biology, Physical Science, Environmental Science, Integrated Technology; Health, 4 Career Technical Courses, and 1 ½ electives.
- Passing Scores on GED sub-tests count for the lowest career course prescribed in respective subject area, with a maximum of 4 credits gained.
- Only select CR Track credits can transfer to the CP Track

Students may be required to develop a portfolio containing a collection of evidence of the student’s knowledge, skills, and abilities related to the occupational core curriculum. The primary postgraduate goal for these students is competitive employment and technical/career training.

OPTION 3-

No Diploma - I wish to take courses but not seek diploma

Student must choose one of the 3 Diploma Track Options above by initialing the appropriate box.

I hereby acknowledge that I have fully read and understand each of the above provisions. I have had the opportunity to speak with my instructor or a New Learning Resources Online representative and am making an informed decision.

Student Name _____ Instructor / Parent Signature _____

Student’s Last 6-digits of Social Security Number: _____

Student Signature _____ Date _____



To: New Learning Resources High School Diploma Students

Please complete and sign the below form which permits the release of your student records to New Learning Resources Online. Please enclose and fax with other enrollment forms to Enrollments at 601-982-0083 or 1-888-982-0083.

Release

I, _____ (Print student's name), give New Learning Resources Online permission to access my student records from any former schools I attended.

Date: _____

Social Security Number: _____

Birth Date: _____

Last High School Attended: _____

Student's Permanent Address: _____

(Apt. #)	(City)	(State)	(Zip)

Student Signature: _____

Code of Ethics Policy

Students of New Learning Resources Online will adhere to high ethical standards in the pursuit of their education, and to the best of their ability will:

- Conduct themselves with professionalism, courtesy and respect for others in all of their dealings with New Learning Resources Online's staff, faculty, and other students.
 - Present their qualifications and background truthfully and accurately for admission with New Learning Resources Online.
 - Observe New Learning Resources Online's policies and rules on submitting work, taking examinations, participating in online discussions and conducting research.
 - Never turn in work that is not their own, or present another person's ideas or scholarship as their own.
 - Never ask for, receive, or give unauthorized help on graded assignments, quizzes or examinations.
 - Never use outside books or papers that are unauthorized by New Learning Resources Online's assignments or examinations.
 - Never divulge the content of or answers to quizzes or examinations to fellow students.
 - Never improperly use, destroy, forge, or alter New Learning Resources Online's documents, transcripts, or other records.
 - Never divulge their online username and password.
 - Always observe the recommended study schedule for their program of studies.
 - Always report any violations of this Code of Conduct to the appropriate New Learning Resources Online staff member, and report any evidence of cheating, plagiarism, or improper conduct on the part of any student of the institution when they have direct knowledge of these activities.
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Enrollment Procedures

For all application and enrollment forms please see the complete Enrollment Packet. Once New Learning Resources Online receives and processes a student's application, a program acceptance email is sent immediately to the student from the Online Services Department instructing the student on how to complete the enrollment process. Should the student be denied acceptance into the program for any reason, the Online Services Department will send the student an email explaining the reason for denial.

Student Failure/Academic Dismissal

New Learning Resources Online may dismiss any students from the program based on violations of any New Learning Resources Online policies such as academic dishonesty, plagiarism, submitting school work that is not students work performed alone, submitting / taking assessments that were not performed alone by the students, or academic failure.

A. New Learning Resources Online's process for dismissing a student for Academic Dishonesty or Academic Failure is:

- Notifying the student of allegations or evidence of Academic Dishonesty or Academic Failure.
- Allowing the student 5 days to appeal in writing.
- Upon receiving the student's appeal, New Learning Resources Online's Executive Director will examine appeal, investigate details, and inform the student of the decision made.

B. Contact Information

- info@nlro.org
-

Student Name (required) _____

Please check appropriate boxes for your selections

Career Track Course Name	Job Corps Students Course Selection		Course Selection with Tuition (Non- Job Corps)	
	Part 1	Part 2	Part 1	Part 2
English I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
English II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Integrated English III	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Integrated English IV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Algebra I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Survey of Mathematics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Business Math	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Mississippi Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	
American Government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
U.S. History	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Business and Marketing Fundamentals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Biology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Physical Science	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Environmental Science	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Integrated Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Work Based Learning I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Work Based Learning II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Career Entrepreneurship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Career Exploration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Employability Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Life Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	
Other Elective From College Prep Courses : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Other Elective From College Prep Courses : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 100.00	<input type="checkbox"/> 100.00
Total each column and carry totals to Form 3B – Enrollment Agreement				

*** Study Guide-Bound Version is only under copyright by NLR and is only available in bound hard copy from NLR (electronic version is included in cost of tuition)

Student Name (required) _____

Course Name	Tuition	
	Sem 1	Sem 2
Advanced World Geography (1.0 unit)	[] 100.00	[] 100.00
Algebra I (1.0 unit)	[] 100.00	[] 100.00
Algebra II (1.0 unit)	[] 100.00	[] 100.00
Anatomy & Physiology (1.0 unit)	[] 100.00	[] 100.00
Art Appreciation (1.0 unit)	[] 100.00	[] 100.00
Biology I (1.0 unit)	[] 100.00	[] 100.00
Biology II (1.0 unit)	[] 100.00	[] 100.00
Chemistry (1.0 unit)	[] 100.00	[] 100.00
Computer Applications (1.0 unit)	[] 100.00	[] 100.00
Economics (.5 unit)	[] 50.00	[] 50.00
Environmental Science (1.0 unit)	[] 100.00	[] 100.00
English I (1.0 unit)	[] 100.00	[] 100.00
English II (1.0 unit)	[] 100.00	[] 100.00
English III (1.0 unit)	[] 100.00	[] 100.00
English IV (1.0 unit)	[] 100.00	[] 100.00
Geometry (1.0 unit)	[] 100.00	[] 100.00
Health (.5 unit)	[] 50.00	[] 50.00
History of Western Theatre (1.0 unit)	[] 100.00	[] 100.00
Marketing (1.0 unit)	[] 100.00	[] 100.00
Mississippi Studies (0.5 unit)	[] 50.00	[] 50.00
Physical Science (1.0 unit)	[] 100.00	[] 100.00
Spanish Appreciation I (1.0 unit)	[] 100.00	[] 100.00
Transitions to Algebra (1.0 unit)	[] 100.00	[] 100.00
United States Government (.5 unit)	[] 50.00	[] 50.00
United States History (1.0 unit)	[] 100.00	[] 100.00
World Geography (.5 unit)	[] 50.00	[] 50.00
World History (1.0 unit)	[] 100.00	[] 100.00
Total to Transfer to FORM 3B=		

Instructions for completing Enrollment Agreement: 1-Read both pages 2- Transfer your selections from FORM 3A to columns 1-4 in the order you desire to take your courses (taking into account pre-requisite requirements) 3- Complete boxes a - w , choose payment option 4- Sign and date both pages (requires parent / guardian signatures if student is under 18).

(1) Course Name Order your courses taking into account pre-requisite requirements (see student catalog for pre-requisite requirements)	(2) Semester(s) Circle one	(3) Supplies	(4) Tuition
1	1st 2nd Both	\$	(a) \$
2	1st 2nd Both	\$	\$
3	1st 2nd Both	\$	\$
4	1st 2nd Both	\$	\$
5	1st 2nd Both	\$	\$
6	1st 2nd Both	\$	\$
7	1st 2nd Both	\$	\$
8	1st 2nd Both	\$	\$
9	1st 2nd Both	\$	\$
10	1st 2nd Both	\$	\$
11	1st 2nd Both	\$	\$
12	1st 2nd Both	\$	\$
13	1st 2nd Both	\$	\$
14	1st 2nd Both	\$	\$
15	1st 2nd Both	\$	\$
16	1st 2nd Both	\$	\$
17	1st 2nd Both	\$	\$
18	1st 2nd Both	\$	\$
19	1st 2nd Both	\$	\$
20	1st 2nd Both	\$	\$

FEE SUMMARY	Subtotals for Supplies and Tuition	\$ (b)	\$(f)
Shipping and handling fee (use amount in (b) and reference chart on page 2, no charge if supplies are not being purchased)		+ (c)	
Registration Fee (20% of Tuition Subtotal from (f) up to \$200.00)		+ (d)	
Total Price Supplies, Shipping Fees, and Registration Fees for all Courses (b+c+d)		= (e)	
Total Price of Tuition for all Courses		(f)	

PAYMENT OPTIONS (MUST CHECK ONE BOX TO AGREE TO PAYMENT OPTION 1 OR PAYMENT OPTION 2)

1) TOTAL PRICE FOR PROGRAM (g) = (e) + (f) IS DUE IN FULL → **=(g)**

OR

2) UPFRONT COSTS OF ENROLLMENT (h) = (e) + (a) IS DUE UPFRONT → **(h)**

BALANCE DUE (i) = (g) - (h) MUST BE PAID TO NLRO IN MINIMUM INCREMENTS OF THE AMOUNTS OF THE TUITION COSTS PER COURSE LISTED IN COLUMN (4) → **(i)**

I have read and understand : (1) that enrollments are subject to NLROs' approval; (2) that 12 months are allowed to complete one school year's course work (6 courses), therefore the enrollment agreement is in effect for 2 months times the number of courses enrolled from the date of enrollment, and that NLRO is under no obligation to provide any service after the expiration of this agreement; (3) that no submissions, exams, or grades/credits will be released if the student's account is past due/delinquent or if the lessons / submissions are not mailed to NLRO or a certified instructor of NLRO; (4) that it is my responsibility to ensure that NLRO grades/credits will be accepted by any school attended in the future, and that state requirements have been met; (5) the NLRO catalog and the refund policy for cancellation and withdrawal as stated in the NLRO Enrollment Packet ; (7) that this enrollment cannot be processed without providing the most current transcript. (7) that tuition is \$150.00 per course; (8) that services provided by NLRO for one course's tuition includes all online assessments, electronic study guides, lessons, and a certified NLRO instructor's guidance and feedback during the term of this agreement. (9) the person responsible for the student's finances is required to complete the Payment Agreement, and must provide a signature, address, and phone number; (10) that by signing this agreement, the student and the person responsible for finances agree to abide by the terms stated in this agreement and the NLRO student catalog; (11) that the signer of the agreement must be 18 years of age or older; (12) that this payment plan is not available to organizations; (13) that exams are held until tuition has been paid in full for a course; (14) that all schoolwork should be the direct result of the student enrolled and the student enrolled alone; (15) that students who enroll in NLRO must have a working knowledge of the English language and must have completed eighth grade; (16) that NLRO reserves the right to cancel enrollment at any time due to unsatisfactory progress, program abuse, dishonesty or plagiarism, or failure to follow NLRO policies and procedures; (17) the cancellation and Refund Policy and that I may cancel in any manner; (18) that the student (if over 18) or the person responsible for the student's finances is agreeing to pay for the total cost of the program which is the amount in box (g) of this enrollment agreement by payment option 1 or by payment option 2 as listed above; (19) that if payment option #2 is selected, the sum of box (e) and box (a), which is the amount in box (h), is due upfront and the balance left is the amount in box (i) which is calculated by subtracting the Upfront Costs of Enrollment from the Total Price for Program (i = g - h) and that the amount in box (i) is the balance due to be paid in minimum increments of the tuition cost of each course as stated in column (4); (20) that if program is not completed within the term of this agreement, then the student must re-enroll in courses not completed at published rates on date of re-enrollment; (21) a \$40.00 Diploma Fee must be received for a diploma (22) that all payments must be sent in with a completed FORM 3C.

(j) STUDENT SIGNATURE _____ (k) DATE _____

(l) PARENT/GUARDIAN'S SIGNATURE (REQUIRED FOR STUDENTS UNDER 18 YEARS OF AGE) _____

(m) PLEASE PRINT NAME _____ (n) DATE _____ (o) ADDRESS _____ CITY _____ STATE _____ ZIP _____ (p) PHONE NUMBER _____

NLRO USE ONLY: Signature of NLRO Representative _____ NLRO # _____ Term of Agreement _____ to _____

PAYMENT REMITTANCE FORM

FORM 3C

Student Name: _____

Student NLRO # _____

- This form needs to be enclosed with all payments to NLRO
- Please check appropriate box and sign this form
- Payments will be applied to course costs in order listed on NLRO Enrollment Agreement until Balance Due is paid in full.

Check this box if paying with credit card and complete form below		
Name on Card		
Address		
City	State	Zip
CSV/Security #	Circle one: MasterCard Visa	
Card Number	Exp. Date	Amount to Charge \$
X		
My signature hereby authorizes NLRO to charge my card for the above amount.		

Check this box for personal check/cashier check/money order and indicate amount enclosed \$
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Refund Policy: Students may cancel their studies with NLRO in whatever manner they so choose; a formal written statement of withdrawal is not required to receive a refund. Students who choose to withdraw for any reason from their studies with NLRO within five days after enrolling will receive a full refund of all money paid including any tuition costs, registration fee, and shipping fees. To offset administrative costs, NLRO reserves the right to retain a portion of the tuition from students who choose to withdraw after the five day cooling-off period. The date NLRO will use to determine the date of termination will be the date that NLRO receives notice of withdrawal from the student. If a student decides to withdraw after the five day cooling-off period but before submitting a complete assessment, NLRO will retain the registration fee and shipping fees. The amount retained by NLRO is determined by the percentage of the course that has been completed upon termination. In cases where a student decides to terminate the program after completing an assessment but less than 10 percent of the course assignments, NLRO will retain a percentage of the refundable tuition based on the percent completed along with the registration fee and shipping fees. If a student withdraws after completing up to and including 10 percent of the course, 90 percent of the refundable tuition (tuition charges remaining after subtracting the non-refundable registration fee and shipping) will be returned to the student. If a student withdraws after completing between 10 percent and 25 percent of the course, 75 percent of the refundable tuition (tuition charges remaining after subtracting the non-refundable registration fee and shipping fees) will be returned to the student. If a student withdraws after completing between 25 percent and 50 percent of the course, 50 percent of the refundable tuition (tuition charges remaining after subtracting the non-refundable registration fee and shipping fees) will be returned to the student. If a student withdraws after completing more than half the course, NLRO will retain the total course tuition cost, registration fee, and shipping fees. **The amount of the course completed shall be the ratio of completed lesson assignments received by NLRO to the total lessons assignments required to complete the course.* A student who has enrolled in a number of courses, but has only submitted assessments for one of those courses upon termination will be refunded the total tuition costs for courses not started minus the non-refundable registration fee and shipping fees. **Upon termination, a student whose materials are paid in full is entitled to receive all course materials, including kits, and textbooks, but will not be refunded the course material costs.* In cases of student illness or accident, death in the family, or other circumstances beyond the control of the student that have been communicated to NLRO, the student shall be entitled to a special consideration and NLRO will settle the student's account for an amount which is a lesser charge to the student than that called for by the NLRO refund policy. All applicable refunds will be mailed within 30 days of termination of services.

Signature of Student (if 18 or older) or Person / Parent Responsible for Payment _____

NEW LEARNING RESOURCES **PROCTOR AGREEMENT**

I, _____, agree that I have read and understand
(Proctor's Name and Designation)
the New Learning Resources Proctor Guidelines concerning the administration of
examinations. I agree to administer the examination(s) at _____
and I am proctoring in accordance with these Guidelines.

By signing this form, I agree that I am not currently pursuing an NLR diploma. If I decide to do so in the future, I will agree to sign a verification form that I may have seen an NLR exam and will agree to take a different version of said exam.

I further agree that the candidates I proctor NLR exam are not related to me, are not directly employed by me (nor am I directly employed by him/her) nor do we work in the same office/department. I will provide proof of identification by submitting photocopies of State Issued Drivers License and one additional form of approved I.D. (see approved list). I understand that if I am found to be in violation of this agreement and aforementioned Guidelines, this may significantly affect any and all exam candidates' results on the date of the violation.

Proctor's Signature Date

Proctor's Email Address

Fax Number

Complete Mailing Address

City, State, Zip Code

Social Security Number (for IRS Form 1099)

Telephone Number

Once approved, the proctor id, password, and exam login instructions will be sent to the email address you indicated.

Return the signed Agreement to:

New Learning Resources
PO Box 12347
Jackson, MS 39236
(601) 982-8003
(601) 982-0083 fax