



**ENROLLMENT  
APPLICATION  
for  
INDIVIDUAL  
COURSES**

*American School*<sup>®</sup>  
2200 East 170th Street  
Lansing, Illinois 60438  
(708) 418-2800  
[www.americanschool.org](http://www.americanschool.org)



# ENROLLMENT APPLICATION: INDIVIDUAL COURSES

Check One:  New Student  Added Subjects(s) (Returning Student): **Do not pay \$30.00 enrollment fee if you have been enrolled with us previously.**  
My American School Student Number is: \_\_\_\_\_

**PLEASE PRINT**

COURSE TITLE	CHECK ONE				PRICE
	DELIVERY* (PB, O, OEPC)	1ST SEM. ONLY	2ND SEM. ONLY	FULL UNIT	SEE COURSE PRICES
<b>Enrollment Fee (New Students Only)</b>					<b>\$30.00</b>
<b>TOTAL AMOUNT DUE</b>					<b>\$</b>

\*Paper-based courses will be sent if no delivery method is indicated.

**THIS AGREEMENT BECOMES A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT/GUARANTOR AND ACCEPTED BY AMERICAN SCHOOL OF LANSING, ILLINOIS.**

The above cost covers my entire obligation to American School and includes the enrollment fee, tuition, instruction and all texts, consulting privilege, certification upon completion, and postage of all materials sent to me. Additional postage charges are applicable for all foreign shipments. I understand that unless prior permission has been obtained from an appropriate school official for this enrollment, credit for completing the above named courses may not be transferable to another school. I have read this contract, understand it, and certify that I have been promised no terms or privileges other than those mentioned above.

**PLEASE PRINT**

Date \_\_\_\_\_

Student \_\_\_\_\_  
LAST NAME FIRST NAME INITIAL

Student's Address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(AREA CODE) NUMBER MONTH / DATE / YEAR

Student's Email \_\_\_\_\_

**New students must provide a unique email address. Email addresses cannot be shared between students.**

Signature of Student/Guarantor (if student is a minor) \_\_\_\_\_

**DO NOT WRITE IN THIS BOX**

PMT \_\_\_\_\_

PERFORATED - TEAR OFF AND MAIL TO SCHOOL

# COURSE OFFERINGS

**The American School's** complete educational service includes qualified teachers, study materials, unit and final exams, and transcripts of credits. We realize that flexibility is important in helping students reach their educational goals. We are proud to deliver our courses and administer our exams in a variety of ways.

We offer our accredited high school courses in online (O) and paper-based (PB) formats. We also offer students enrolled in select paper-based courses the option to take their unit exams online (OEPC).

## PAPER-BASED COURSES (PB) & ONLINE EXAMS FOR PAPER-BASED COURSES (OEPC)

	<b>Full Unit Price</b>	<b>Half Unit Price</b>		<b>Full Unit Price</b>	<b>Half Unit Price</b>	
<b><u>BUSINESS, CAREER AND TECHNICAL EDUCATION</u></b>			<b><u>FINE ARTS</u></b>			
Accounting, Fundamentals of	230.00	140.00		Art, Drawing Animals	N/A	
Automotive, Know Your Car §	N/A	200.00		Art, Drawing Landscapes	N/A	
Automotive Systems §	210.00	130.00		Photography §	190.00	
Business, Intro. to §	250.00	150.00		<b><u>MATHEMATICS</u></b>		
Business Law	270.00	160.00		Algebra 1	300.00	
Business Math	240.00	145.00		Algebra 2*1	320.00	
Career, Planning Your §	150.00	100.00		Business Math	240.00	
Carpentry §	210.00	130.00		Geometry*1	270.00	
Child Care and Development §	190.00	120.00		Math I, Essential	160.00	
Clothing §	200.00	125.00		Math II, Essential	160.00	
Computers, Intro. to §	220.00	135.00		<b><u>SCIENCE</u></b>		
Consumer Economics §	190.00	120.00		Biology (lab)	310.00	
Drafting, Basic	250.00	150.00		Biology (non-lab) §	240.00	
Electricity, Fundamentals of*1 §	250.00	150.00		Chemistry (lab)*1 §	380.00	
English, Business	220.00	135.00		Chemistry (non-lab)*1	270.00	
Food Study §	220.00	135.00		Physics*1 §	300.00	
Home Planning and Decorating §	200.00	125.00		Physiology and Health §		
Home Repair	190.00	120.00		(Second semester is Health)	260.00	
Keyboarding §	200.00	125.00		Science, Earth §	220.00	
Office Procedures §	230.00	140.00		Science, Environmental §	230.00	
Print Reading I, Building Trades	N/A	230.00		Science, General §	170.00	
Print Reading II, Building Trades	N/A	230.00		Science, Physical §	260.00	
<b><u>ENGLISH</u></b>			<b><u>SOCIAL SCIENCE</u></b>			
English, Business	220.00	135.00		Civics, Social (Government) §	180.00	
English 1, Composition and Grammar §	N/A	200.00		Geography, World §	220.00	
English 2, Composition and Grammar §	N/A	200.00		History, United States §	270.00	
English 3, Composition and Grammar §	N/A	200.00		History, World §	190.00	
English 4, Composition and Grammar §	N/A	200.00		Psychology for Life Today §	160.00	
English Grammar, Basic Remedial	N/A	180.00		Sociology	170.00	
English 1, Understanding §	180.00	115.00		<b><u>WORLD LANGUAGES</u></b>		
English 2, Understanding §	180.00	115.00		French I §	270.00	
Journalism §	250.00	150.00		French II §	270.00	
Literature 1 §	N/A	170.00		Latin I	300.00	
Literature 2 §	N/A	170.00		<b>Please see page 4 for additional online World Language courses powered by Rosetta Stone®.</b>		
Literature 3 §	N/A	170.00		<b>§ = Online Exams Available (OEPC)</b>		
Literature 4 §	N/A	170.00		<b>PREREQUISITE:</b>		
Literature, American §	220.00	135.00		<b>*1 - requires Algebra 1</b>		
Literature, British §	230.00	140.00				
Literature, Classic Adventure §	N/A	140.00				
Literature, World §	220.00	135.00				
Speech, How to Talk More Effectively §	N/A	160.00				
Spelling §	N/A	140.00				
Writing 1 §	260.00	155.00				
Writing 2 §	N/A	155.00				

This list is accurate at the time of printing. A list of current online course offerings can be found at [www.americanschool.org/online-learning](http://www.americanschool.org/online-learning).

# ONLINE COURSES (O)

<b>Full Unit</b>	<b>Half Unit</b>	<u>Price</u>	<u>Price</u>		<u>Full Unit Price</u>	<u>Half Unit Price</u>
<b><u>BUSINESS, CAREER AND TECHNICAL EDUCATION</u></b>				<b><u>SCIENCE</u></b>		
Accounting		N/A	200.00	Anatomy & Physiology	N/A	200.00
Business Communication		N/A	200.00	Astronomy, Intro. to	N/A	200.00
International Business		N/A	200.00	Biology (non-lab)	250.00	200.00
Culinary Arts, Intro. to		250.00	200.00	Chemistry (non-lab)*1	250.00	200.00
Economics		N/A	200.00	Health	250.00	200.00
Fashion and Interior Design		250.00	200.00	Physics*1	250.00	200.00
Hospitality and Tourism		N/A	200.00	Science, Earth	250.00	200.00
Life Management Skills		N/A	200.00	Science, Environmental	N/A	200.00
Parenting, Real World		N/A	200.00	Science, Forensic	250.00	200.00
Social Media, Intro. to		N/A	200.00	Science, Physical	250.00	200.00
Thinking & Learning Strategies		N/A	200.00	<b><u>SOCIAL SCIENCE</u></b>		
<b><u>ENGLISH</u></b>				Geography	250.00	200.00
Creative Writing		250.00	200.00	Government	N/A	200.00
English 1		250.00	200.00	History of the Holocaust	N/A	200.00
English 2		250.00	200.00	History, United States	250.00	200.00
English 3		250.00	200.00	History, World	250.00	200.00
English 4		250.00	200.00	Personal Psychology	250.00	200.00
Journalism		250.00	200.00	Philosophy	N/A	200.00
Literature, Gothic		N/A	200.00	Psychology (full unit only)	250.00	N/A
Mythology and Folklore		N/A	200.00	Psychology, Intro. to	N/A	200.00
Public Speaking		250.00	200.00	Sociology	250.00	200.00
<b><u>FINE ARTS</u></b>				<b><u>WORLD LANGUAGE*</u></b>		
Art 1: World Cultures		N/A	200.00	Arabic 1	250.00	200.00
Digital Photography		250.00	200.00	Arabic 2	N/A	200.00
Music Appreciation		N/A	200.00	Chinese (Mandarin) 1	250.00	200.00
Theater, Cinema, & Film Production		N/A	200.00	Chinese (Mandarin) 2	250.00	200.00
				Chinese (Mandarin) 3	N/A	200.00
<b><u>MATHEMATICS</u></b>				Dutch 1	250.00	200.00
Algebra 1		250.00	200.00	Dutch 2	N/A	200.00
Algebra 2*1		250.00	200.00	English 1 (As a Second Language)	250.00	200.00
Calculus*2		250.00	200.00	English 2 (As a Second Language)	250.00	200.00
Geometry*1		250.00	200.00	English 3 (As a Second Language)	N/A	200.00
Integrated Math 1		250.00	200.00	French 1	250.00	200.00
Integrated Math 2		250.00	200.00	French 2	250.00	200.00
Pre-Algebra*3		250.00	200.00	French 3	N/A	200.00
Pre-Calculus*2		250.00	200.00	German 1	250.00	200.00
Trigonometry*2		N/A	200.00	German 2	250.00	200.00
				German 3	N/A	200.00
				Italian 1	250.00	200.00
				Italian 2	250.00	200.00
				Italian 3	N/A	200.00
				Japanese 1	250.00	200.00
				Japanese 2	N/A	200.00
				Portuguese 1	250.00	200.00
				Portuguese 2	N/A	200.00
				Spanish 1	250.00	200.00
				Spanish 2	250.00	200.00
				Spanish 3	N/A	200.00
<b>PREREQUISITE:</b>						

\*1 - requires Algebra 1

\*2 - requires Algebra 2

\*3 - requires no previous Algebra credits

\*Powered by Rosetta Stone®.

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### Accreditation:

American School is accredited by the Middle States Association of Colleges and Schools Commissions on Elementary and Secondary Schools (MSA-CES), National Council for Private School Accreditation (NCPA) and Accreditation International (Ai) and is recognized as a non-public secondary school by the Illinois State Board of Education (ISBE).

### Credit Value and Course Requirements:

Courses are worth either a half-unit or full unit of Carnegie credit. Each full-unit course is also available in half-units, unless otherwise indicated by N/A. All unit exams/modules, projects, and final end-of-course exams must be successfully completed in order to earn credit. A module or level is a course section that can consist of lessons, discussions, lab/text questions, quizzes and/or posttests.

### Tuition:

The cost of tuition includes all study materials, grading services, access to the Online Student Center and postage to U.S. locations. Additional shipping costs are applicable for foreign shipments. The semester required (either first or second half) must be indicated on the enrollment application. **Prices are subject to change without notice.** Tuition is expected to be paid in full at the time of enrollment. **Tuition must be paid in full before a transcript of credit is released.** Accounts more than three (3) months past due are subject to denial of service. The total balance must be paid in full before more courses can be added to the student's enrollment.

### Refund Policy:

**Paper-Based Courses/Paper-Based Courses with Online Exams:** All requests for cancellation must be made in writing within 90 days of enrollment. If no exams have been submitted, we will retain the \$30.00 enrollment fee and \$50.00 per course for study materials. If any exams have been submitted in a course, full tuition will be charged and no refunds made.

**Online Courses:** All requests for cancellation must be made in writing within 90 days of enrollment. If no modules or levels in a course have been completed, we will retain \$50.00 for enrollment and service fees. If any modules or levels have been completed in a course, full tuition will be charged and no refunds made.

**Enrollments may not be transferred from one student to another.**

### Completion Times:

**Paper-Based Courses and Paper-Based Courses with Online Exam Option:**

Maximum time for completion: 1 year from date of enrollment (yearly renewal possible)

**Online Courses:**

Maximum time for completion: Half-credit course – 6 months  
Full credit course – 12 months

**The enrollment period for online courses cannot exceed the enrollment period (see above). If all course requirements are not fulfilled during that time period, students must re-enroll for the course at the full tuition price. Please note that these courses contain study materials equivalent to a half or full unit of course credit. Students should plan adequate time to complete all exams and assignments. In fairness to all students, exams are graded in the order received. There are no exceptions to this policy.**

### How to Enroll:

1. Complete the enrollment application with your personal information.
2. List the courses to be taken. Be sure to indicate if full, first semester or second semester of each course is needed.
3. Indicate if you are enrolling for paper-based (PB), online exams for paper-based courses (OEPC) or online courses (O).
4. Sign the application agreeing to the terms of the contract (guarantor signature required if student is under 18 years of age).
5. Mail the completed application with payment (check or money order payable to American School) to:

**Admissions Department  
American School  
2200 East 170th Street  
Lansing, Illinois 60438**

**Do not send cash.** American School will not be held responsible for currency sent by mail. For assistance or to pay by credit card, please call the Admissions Department at (708) 418-2800, Monday through Friday from 8:30 a.m. to 3:30 p.m. CST.



# *American School*<sup>®</sup>

## **INDIVIDUAL COURSES**

- **Over 80 courses available in three delivery styles:**
  - **Paper-Based**
  - **Paper-Based with Online Exams**
  - **Online Courses**
- **Complete for enrichment purposes**
- **Supplement homeschool programs**
- **Work at your own pace**

**New online courses available, including over  
10 online World Language courses powered by Rosetta Stone<sup>®</sup>.**

**Rosetta  
Stone**<sup>®</sup>



Education



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