

## SEMESTER REPORT CARD CHECKLIST

Student Name: \_\_\_\_\_

Grade Level: \_\_\_\_\_

**Reporting forms located on our website (click the gold words)**

Once your student has completed ½ of the curriculum (6 paces if using ACE)

### Turn in the following items:

1. Attendance Record
2. PE coversheet (stating the letter grade) and the hour log
3. Course of Study (unless you are using the paces)
4. Progress Record/List of test percentage scores
5. 2 samples from each subject (If using ACE paces: 8 tests)
6. Written Material (Book reports, creative writing, etc.)
  - a. If NOT using Paces
    - i. Double the grade they are in (Gr. 4: 8 pages, Gr. 5 10 pages, etc.)
  - b. If using paces
    - i. 5 pages of written material per year meets this requirement
  - c. 6<sup>th</sup> Grade and up must be typed, formatted, etc. and a min. 500 words
7. Elective Coversheet will need a paper and hour log attached to it.

**Please refer to handbook or email office with any questions.**

*Let all things be done decently and in order*