

**PINELLAS COUNTY SCHOOLS  
HIGH SCHOOL CREDIT REFERRAL FORM  
FOR CO-ENROLLED STUDENTS**

TO: Administrator of \_\_\_\_\_ Date \_\_\_\_\_  
Adult School

FROM: Sending School \_\_\_\_\_  
High School  
Guidance Counselor/Advisor Signature: \_\_\_\_\_

STUDENT NAME \_\_\_\_\_ STUDENT ID #: \_\_\_\_\_ GRADE \_\_\_\_ COHORT YEAR \_\_\_\_\_

STUDENT ADDRESS: \_\_\_\_\_ Social Security #: \_\_\_\_\_ DOB \_\_\_\_\_

**Gender:** \_\_\_ Male \_\_\_ Female  
**Ethnicity:** \_\_\_ Hispanic/Latino \_\_\_ Not Hispanic/Latino  
**Race (check all that apply):**  
\_\_\_ White \_\_\_ Black or African American  
\_\_\_ Asian \_\_\_ American Indian or Alaska Native  
\_\_\_ Native Hawaiian or Other Pacific Islander  
**Citizenship:** \_\_\_ A. U.S. Citizen \_\_\_ B. Permanent Resident Alien \_\_\_ C. Non-Resident Alien  
**Current IEP:** \_\_\_ Yes \_\_\_ No

Parent/Guardian's Name (Print): \_\_\_\_\_ Parent/Guardian's Phone #: \_\_\_\_\_

K-12 Use				Adult School Use Only					
Course # (required)	Semester	Course Title	Previous Grade D or F?	Section #	Entry Date	Hours	Days of Week	Location	Instructor
			___ Yes ___ No						
			___ Yes ___ No						
			___ Yes ___ No						
			___ Yes ___ No						
			___ Yes ___ No						
			___ Yes ___ No						

**PROGRAM POLICY EXPECTATIONS:**

1. Enrollment is not processed until the student attends class for the first time. On average, it takes 8-10 weeks of regular attendance and effort to earn 1/2 credit.
2. All assessments/tests must be taken at the school site.
3. Students must complete all the requirements of the course to receive credit.
4. Students are expected to adhere to the PCSB Code of Conduct, including the dress code.
5. Should a student withdraw from high school, he or she may default to adult student enrollment requirements, which may include tuition.

**\*\*Special Note: NCAA Eligibility Centers do NOT accept APEX Learning credit for college bound student athletes.**

**Student Completes this Affidavit.** I hereby certify that the information on this application is accurate to the best of my knowledge. By signing, I am giving my permission for the use of the data included herein in managing the program for which I am registered. All required signatures must be present before a student's enrollment in the evening school is complete.

\_\_\_\_\_ Student Signature \_\_\_\_\_ Parent/Guardian Signature