



1411 South 14th Street, Unit H · Fernandina Beach, FL 32035 · 90-491-6233 · info@ogburn.org
www.ogburn.org

Thank you for requesting information on The Ogburn School, where you can earn a high school diploma through convenient online study.

When you enroll with us your tuition includes:

- ◆ enrollment in a private, accredited institution
- ◆ transcript services
- ◆ grading services
- ◆ curriculum
- ◆ diploma awarded upon completion of program

If you have questions, please contact us at the school. If no one is in the office when you call, please leave a message and your call will be returned by the next evening.

You can succeed in home study and we can help you achieve your goals.



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About Us:

The Ogburn School, Inc. is a private accredited school located in Fernandina Beach, Florida. In 2009 The Ogburn School moved into permanent headquarters at 1411 S. 14th St Unit H. This move demonstrates the commitment we have towards our students who desire an alternative approach to a non-traditional learning environment.

The Ogburn School, Inc. was founded in 1997 as Ogburn Home School Systems, a correspondence school for students seeking an educational alternative. Ogburn Home Schools incorporated in 2005 as Ogburn Home Schools, Inc. To better define our mission and purpose, in 2007, the corporate name was changed in 2007 to The Ogburn School, Inc.

Accreditation:

The school achieved accreditation from the Commission on International and Trans-Regional Accreditation (CITA) and the Southern Association of Colleges and Schools (SACS) in 2005, one of the first distance education schools in Florida to achieve this status. In 2010 the school achieved accreditation by Advanc-Ed and SACS/CASI, who continue the work of CITA. In 2014, the school achieved international accreditation through Accreditation International (Ai) and co-accreditation with the Middle States Association-Commission on Elementary and Secondary Schools (MSA-CESS). These accreditations demonstrate the commitment the school has to serving students worldwide.

Mission

The mission of The Ogburn School is to provide quality education to students seeking a non-traditional approach to learning through a challenging curriculum that engages students from primary through secondary instruction.

Vision

The Ogburn School will be recognized as a leader in providing innovative instruction in hybrid and distance learning, allowing flexibility for students to grow academically and personally in a unique educational environment that encourages individuality while promoting academic rigor.



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Statement of Values

At The Ogburn School we value:

- Creative educational options unique to each individual that foster quality instruction and functional learning.
- Educational preparation that leads to postsecondary education or gainful employment.

Graduation Requirements

To earn a high school diploma from The Ogburn School, students must complete the following courses, maintain a 2.0 grade point average (GPA), and submit test scores described below;

- 4 English credits
- 4 Math credits (Algebra 1 and Geometry required)
- 3 Science credits
- 4 Required Social Studies courses
- Life Management or its equivalent
- Physical Education or its equivalent
- Electives (8 credits)

Students must also complete and submit official scores for one of the following assessments:

Grades 3-11: SAT10 Online (additional testing fee paid to outside testing service)

Grade 12: SAT, ACT, or SAT10 Online.

Applicable testing fees are paid to an outside testing service.

While other courses may transfer in, The Ogburn School offers the following courses to meet the graduation requirements:

English Language Arts (4)	Science (3)
English 1 (required)	Earth Science (required)
English 2 (required)	Biology (required)
English 3 (required)	Environmental Science (required)
English 4 (required)	Anatomy (E)
Contemporary Literature (E)	Ecology (E)
Journalism 1 & 2 (E)	
	Mathematics (4)
Social Studies (4)	Algebra 1A (required)
World History (required)	Algebra 1B (required)
American History (required)	Algebra II
American Government (required)	Geometry (required)
Economics (required)	Math for College Readiness
Global Studies	Mathematics Explorations
Psychology	Liberal Arts Math



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Sociology	
	Community & Volunteer Service
Personal Health	Service Learning 1 & 2
Life Management (required)	
Outdoor Education (required)	World Languages
	Spanish 1 & 2
Fine Arts	
Art History	Career Readiness
Humanities	Workplace Essentials
Creative Photography	Work Experience
Required of all graduates	
Senior Capstone 1	
Senior Capstone 2	



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Transcript Request

Please fill out completely, and send to your previous school.

The following student has enrolled in The Ogburn School.

Student Name: _____

SS#: _____

DOB: _____

Telephone: _____

Address: _____

Last Year & Grade: _____

Former Name: _____

(if applicable)

Signature: _____

Date: _____

Please fax an official copy of my transcripts to:

(951)346-5089

Ogburn School, Inc.

Attn: Records

If mailing a hard copy of the transcripts, please forward to;

1411 S. 14th Street Unit H

Fernandina Beach, FL 32034

Attn: Records



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Applicant Information: Please complete this form and submit to The Ogburn School

Name: _____

Address: _____

City: _____ State: _____ County: _____ Zip : _____

DOB: _____ SS#: xxx-xx-_____ Phone: _____ Birthplace: _____

_____ Ethnicity: _____ M _____ F _____ e-mail address: _____

Previous Schools Attended: _____

Address: _____ City: _____ ST: _____ Zip: _____

Last Year Attended: _____ Grade completed: _____ Former Name (if applicable): _____

If under 18, name of parent or guardian: _____

Address: _____ City: _____ ST: _____ Zip: _____

Personal Reference: Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: () _____

***If a student is under 18 years of age, then both student and parent must sign this enrollment form.**

**By signing this enrollment agreement, students and/or parents or guardians acknowledge understanding and agree to abide by the policies stated by The Ogburn School, Inc.*

Student Name (Print): _____

Student Signature: _____ Date: _____

Parent or Guardian Signature: _____ Date: _____

** The Ogburn School, Inc. expects its students to be honest in all of their academic work. In signing this enrollment, the student agrees to adhere to a commitment of academic honesty, and that all work will be that of the student.*

Student's Statement of Academic Honesty:

I, _____, certify that the assignments submitted are my own work and not that of any other person.

Student Signature: _____ Date: _____

Proctor Assurance Statement:

I, _____, certify that the individual named above is known to me and the assignments submitted are the work of the student and not that of any other person.

Proctor Name (Print): _____

Proctor Signature: _____ Date: _____

Phone: _____ Best time to contact if necessary) _____



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**Payments are due by the 5th of each month regardless of billing statement or enrollment date.*

*No cash, personal or business checks accepted. We accept American Express, MasterCard, Visa, and Discover credit and debit cards.

Credit card payments: To pay by credit card, please include a copy of the front and back of credit card and a copy of identification with picture. If the credit card is not in your name you must also include the identification of the cardholder.

Check one: ___ Am Exp. ___ Master Card ___ Visa ___ Discover

Amount to be charged: _____

Credit Card Number:

Security Code: _____ (This is the last three digits of the number on the back of card)

Name as appears on card:

(Print): _____

Cardholder Signature: _____

Exp. Date: _____

Zip code of the address on the card: _____



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ENROLLMENT POLICIES: Please read and initial at the bottom of the page where indicated. Return this form with the applicant information form on the previous page.

- * Tuition includes online texts, grading and record services. The Policies and Procedures/Student Handbook contains information on other services available at additional costs.
- * Students pay postage on materials sent to the school. The school pays postage on materials sent to students.
- * In accordance with the Family Rights and Privacy Act of 1975, the Ogburn School will not release information concerning a student's records, grades, or status over the telephone.
- * Students should retain a digital or photocopies of all lessons in case of loss during shipment or technology outage.
- * Student is responsible for fees incurred for requesting prior transcripts. A transcript request form is provided in this enrollment packet.
- * Courses are provided in sequence as designated by The Ogburn School.
- * A diploma is awarded after all academic and financial obligations are met.
- * The Ogburn School makes no guarantee that its credits or diploma will automatically be accepted at any other institution. If you have questions about credit transfer, you should inquire at the institution that you plan to attend.
- * Tuition is based on an academic grade level or 10 months (whichever comes first) and includes access to 4 courses in elementary/middle grades and 6 courses in high school grades.
- * Students who remain inactive academically or financially for a period of 45 days will be withdrawn from the program. A reinstatement fee will apply if a student wishes to re-enroll. Balance is due for inactive periods. A leave of absence may be granted for extenuating circumstances and must be requested in writing.

REFUND POLICY:

- (1) If enrollment cancellation is requested within fourteen (14) days from midnight of the day on which the enrollment agreement is signed, a refund of all payments is issued, less a \$75.00 non-refundable administrative fee.
- (2) If enrollment cancellation is requested after fourteen (14) days from midnight of the day on which the enrollment agreement is signed, no refunds are issued but the student is no longer responsible for further monthly payments.
- (3) An official withdrawal form, available on www.ogburn.org, must be received before a student is officially withdrawn.
- (4) If the student is unable to complete the coursework within the enrollment period, additional time to complete the courses may be arranged for the normal monthly payment. This is the normal extension fee.
- (5) **No credits or transcripts are issued for students who withdraw prior to enrollment agreement expiration date or full tuition payment.**

_____ (Initials) I have read and understand the enrollment policies. Date: _____



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The Ogburn School, Inc. is registered with the Florida Department of Education as a private school and is accredited by Advanc-ED and Southern Association of Colleges and Schools (SACS), Accreditation International (Ai) and Middle States Association-Commission on Elementary and Secondary Schools (MSA-CESS) as a distance education school. In accordance with Title VI, Civil Rights Act of 1964, Education Amendments of 1972, The Ogburn School, Inc. does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status, or disability in recruitment, selection, treatment, or termination of students.

Tuition Schedule - 2014/2015

Ogburn E-School (online school)

Grades K-8th - \$1,200 per academic year

Payment plans available.

Grades 9th -12th - \$1200 per academic year

Payment plans available.

Ogburn Home School Plus - \$2599 per academic year

(\$299 down and \$230 per month for 10 months + \$75 Registration fee)

Program includes books and online texts, study guides, direct teacher contact and support, grading services, academic counseling, transcript preparation, and twice weekly study sessions for a complete home study program supported by weekly attendance sessions.

Note: This option available only for students within the geographical area of Fernandina Beach, Florida, who are able to attend classes at our location. We do not provide in-home tutoring.

Adult High School –

The base tuition is \$500 to include 6 courses from The Ogburn School. However, individual tuition is calculated according to the courses needed to complete the academic requirements –

*Student must be 18 years of age or older and have Grade 9 credits to transfer. Program includes online texts, study guides, grading services, and transcript preparation for a complete distance education program.

Supplemental Tutoring - \$160 per month (payable in advance)

Includes 45 minute tutoring session per week

Credit Recovery - \$150 per 0.5 credit, \$300 per credit (payable in advance)

Program includes online texts, study guides, grading services, and transcript preparation for transfer to student's designated school. Student should contact the receiving institution regarding credit transfer, subject, and course number needed for enrollment.

Note: An academic year is 6 credits or 10 months, whichever comes first. Registration fees are non-refundable. Credit cards, debit cards, and money orders only.



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Enrollment Checklist:

In order to process your application, please submit the following items:

___ Enrollment agreement completed.

Complete pg. 6 and initial page 8.

___ Transcript request or sealed official transcript

___ Tuition payment

(Money order, certified check, VISA, Master Card,

Discover, or American Express credit card, or a master card or VISA debit card)

A credit card form is provided on page 7.

NOTE: Although faxed enrollment agreements are accepted to begin the enrollment process, hard copies with original signatures must be received before grades, transcripts, or diplomas are issued.

Thank you for your enrollment.

Minnie Ogburn