



## ASSURANCE AGREEMENT

### 2024-25 School Year

**School:** \_\_\_\_\_

**By signing and dating this assurance agreement, the principal and school counselor agree to the following statements below:**

- The school listed above, and its employees and contractors will comply with all ACCESS Virtual Learning Policies, including but not limited to the [ACCESS Student Academic Integrity policy](#).
- ACCESS students may not go back and complete work in an ACCESS course after grades for a term have been stored.
- The school is responsible for purchasing any course materials for the course if required.
- All students will have at least one ACCESS trained facilitator to manage student progress and proctor student tests and exams, which includes entering passwords. (Training is required annually.)
- Schools will notify your regional ACCESS Support Center of ACCESS school facilitator changes.
- The school is aware that ACCESS may remove students from courses at the drop period for inactivity and/or [inadequate progress](#).
- The school listed above, and its employees and contractors will also comply with the Family Educational Rights and Privacy Act (FERPA), as amended, and its implementing regulations to ensure student data privacy.
- Schools will send any IEP, 504, or EL Plans for ACCESS students through Special Programs to ACCESS.
- Schools will ensure all accessibility requirements set by the Americans with Disabilities Act are followed. If any school using ACCESS encounters any problems with ACCESS course accessibility, they will contact their regional support center.
- Schools will ensure each ACCESS student has completed the ACCESS Student Orientation section before beginning coursework.

For more information, ACCESS Student Drop Policy can be found – [HERE 7/28/2022](#)

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Counselor Signature

\_\_\_\_\_  
Date