



# FACE HIGH SCHOOL

## A Quick Start Guide 2023 - 2024 Information

### STEPS TO GET STARTED

#### STEP ONE

Enroll with Face by filling out the enrollment form.  
<https://www.faceschool.org/enrollment-form>

#### STEP TWO

If you are enrolled with another school contact them to withdraw your student.

#### STEP THREE

- Begin Coursework! Keep track of how long you work on each course.
- A standard traditional course is 120 hours of work, takes one school year to complete and counts for one full credit.
- Shorter courses are 60 hours, should take a half of a year to complete, and count for 1/2 credit.

#### STEP FOUR

Sign up for a login at Faceschool.org

- Twice a year (January & May) you will need to log in and submit a report card for your student.
- If you have not completed your work for the semester or school year, you may submit an updated report card once finished until August 31 of the current year
- Submit attendance each month you do school:  
<https://form.jotform.com/231536697343059>

#### STILL NEED HELP?

We would love to chat with you and answer any other questions you might have. Email us at [Info@Faceschool.org](mailto:Info@Faceschool.org) to ask questions or set up a time to talk.

### HELPFUL INFORMATION

#### HERE'S WHAT WE WILL ASK FOR IN THE ENROLLMENT FORM:

- Email, phone, and address of all past schools you would like us to request records from. We will do a formal request for transcripts for you.
- Select your service level. For High School we **strongly** suggest full access. Please read our selecting a service document to understand the difference between the two levels.
- The curriculum & course title for what you plan to use this year. (You may submit this up to one month after enrollment without penalty.)

#### WHAT DO I NEED TO WITHDRAW FROM OUR CURRENT SCHOOL?

If they ask where you are withdrawing to Face is a **private school**. Enrollment with Face is legal enrollment with a private school, it is different legally than homeschool law.

**YOU DO NOT NEED TO FILE A LETTER OF INTENT.**

If the school needs to send an enrollment verification here is the information they will need:

Face Email for enrollment verification: [Info@faceschool.org](mailto:Info@faceschool.org)

Face mailing address: 6704 W. 98th Circle, Westminster, CO 80021

#### GRADUATION REQUIREMENTS\*

Language Arts - 4

Social Studies - 3 (minimum 1/2 credit Civics)

Science - 2

Math - 2

Community Service - 1

Religious Studies - 1

Physical Education - 2 (may include health and/or driver's ed)

Electives - 8 (Max 2 as work study)

\*College bound students should make sure they are meeting the requirements for their school(s) and program of choice. Most colleges will require 2+ years of science with labs, math, and a foreign language.

#### WHAT IS INCLUDED WITH MY FEES

**Records Only Fees** | Records only, print at home ID cards

**Full Access with High School Fee** | Record-Keeping, Transcripts, Consultations, Verification of grade eligibility for sports participants with local school districts, Transcripts, Consultations, Dual Access Enrollment options, ID Cards, PSAT Access, CEEB code, Lettering

**Full Access with Senior Fees** | Everything in the normal high school fee plus Diploma & cover, Tassel, Cap, Gown, Senior Brunch, Graduation Ceremony, Free Official Transcripts sent up until August 31st after graduation.



# FACE HIGH SCHOOL

2022 - 2023  
Selecting a service level

## Wondering what service level to choose?

Service levels are per family. If you chose full access for high school all younger students will also be full access.

### FULL ACCESS

This level of service includes:

- A full private school transcript
- Yearly transcript planning meetings to ensure your student is ready for their next steps. (We ask that your student attend these as well!)
- Graduation ceremony incl. diploma, cap, gown, and tassel.
  - Diploma and tassel mailed to out-of-town students included.
  - Full regalia mailed to out-of-town students at additional postage cost
- School pictures and printed ID if local.
- Print at home ID cards if farther away or can't get to picture day (you provide the picture.)
- Field trips & social events (often free or reduced cost)
- Dual Access Partnerships with GCU, Warren Tech, and several Colorado Community Colleges.
- Verification of grades for sports participation with local districts.
- Senior Brunch
- Transcripts sent to any institutions you are applying to free of charge until Sep 1st of your graduation year.
- Access to in-person and online classes
- Good driver discounts
- CEEB code for applying to colleges
- Access to the in-person PSAT
- Social events and activities
- Work permits
- Honor Roll
- End of year celebration and performance night.
- Satisfies compulsory attendance laws in Colorado

### RECORDS ONLY

This level of service includes:

- A private place to hold records.
- Satisfies compulsory school law in Colorado
- A report card you complete.
- Student/Teacher ID's (print at home)

By enrolling at this level you are saying:

- You **DO NOT** want a private school transcript. You will make your own if you need one to further your education or transfer.
- You **DO NOT** want to graduate with FACE (ceremony or diploma). You will issue your own or have your student take the GED exam.
- You **DO NOT** want to take advantage of dual or concurrent enrollment with any colleges or trade programs that will require a transcript from us.
- You **DO NOT** need additional letters (good drivers discount, work permits, etc.)

### WHAT IF I'M RECORDS ONLY AND CHANGE MY MIND LATER?

We know sometimes things change. Requests to change from records only to a full access graduating senior must be made by December 31st of that school year. 9th - 11th graders must request to change at least one month before any transcripts will be needed. Rush requests do incur an extra \$100 fee. There is an \$85 fee per school year you have been records only with us.

#### To change to full access

- 1) Make the request in writing to [info@faceschool.org](mailto:info@faceschool.org)
- 2) If it's midyear, pay the \$25 upgrade charge plus the high school fee (Currently \$60) for this year plus the fee for each previous year you were enrolled as records only high school. (currently \$85 additional).
- 3) Submit documentation of classes, credits, and grades for each high school grade level you were not full access.
- 4) Schedule and attend (with your student) a meeting with FACE staff to ensure your transcript is accurate and complete.

### 2023 - 2024 FEES

\$75 Records only family early bird - (fees go up Sep 10th to \$85)  
 \$100 Full Access family fee early bird - (fees go up Sep 10th to \$110)  
 -add \$60 per 9th - 11th grade high school student  
 -add \$225 per senior student (Senior fees may be paid in installments.  
 All fees must be paid in full before Feb 1st.)

**We STRONGLY suggest only Full Access for High School.**

If you have been records only in past years and now have changed your mind, there is an \$85 per year fee to create your transcript for past years.