

MArCH Dual Credit Handbook

Fall 2018



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Statement of Faith

The Purpose of MArCH

1. Our first priority is to glorify God and pursue Godly character
2. To provide fellowship and support for families
3. To act as an information exchange
4. To provide positive socialization opportunities for children, incorporating field trips, seasonal activities, and cooperative learning
5. To provide ministry opportunities to help develop a servant's heart in our children
6. To establish a network for communication of political and legal information and action

Statement of Faith

We believe The Holy Bible is the inspired and only infallible, authoritative, inerrant Word of God in its original form and constitutes completed and final revelation. No other text is equal to or greater than The Holy Bible. The Holy Bible, in its original autograph, is without error in whole and in part and cannot be added to or taken from. (II Timothy 3:16, II Peter 1:19-21, Matt. 5: 17-18, Rev. 22:18-19)

We believe that there is one, true God, who has existed in three persons: God the Father, God the Son, and God the Holy Spirit. (Col. 2:9, Gen. 1:1, John 10:30, John 10:37-38, Phil. 2:5-10)

We believe Jesus Christ was God come in human flesh, being fully God and fully man. We believe in the Deity of the Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (Is. 7:14, Matt. 1:23, Luke 1:35, Heb. 4:15, Heb. 7:25, John 1:1-14, John 2:11, Heb. 9:12, Col. 1:14, John 11:25, Acts 1:11, Rev. 19:11-16, II Cor. 5:21)

We believe that man is sinful by nature and that regeneration by the Holy Spirit is essential and an absolute necessity for his salvation. The central purpose of the coming of Jesus Christ was to pay the penalty for man's sin through substitutionary death on the cross. (Romans 3:19, John 3:16-19, Eph. 2:18-19, Titus 3:5-6)

We believe in the continuing ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life. (Eph. 5:18, Eph. 4:30, I Cor. 6:19-20)

We believe in the resurrection of both the saved and the lost--they who are saved unto eternal life and they who are lost unto eternal damnation. Salvation is offered as a free gift from God, free to the sinner. This gift must be responded to in individual faith and repentance, not trusting in any personal works whatsoever, but in the sacrificial death of Jesus Christ alone. (John 5:28-29, Romans 6:23, Eph. 2:1-10, II Cor. 5:14-21)

We believe in the spiritual unity of believers in our Lord Jesus Christ. Because of this unity, we believe that our joy is complete and encouraged by being like-minded and of the same attitude of that of Christ, having the same love, being one in spirit and purpose. Each believer should look not only to self-interest, but more so to the interests of others, and should do nothing out of selfish ambition, but in humility consider others better than self. (Romans 8:9, I Cor. 12:12-13, Gal. 3:26-28, Phil. 2:2-15)

We believe in the creation of man as a direct act of God. (Genesis 1:26-28, 5:1-2)

Affiliation Statement

MArCH neither supports nor endorses the World Council of Churches, National Council of Churches, or any other world, national, or regional organization that gives Christian recognition to unbelievers or advocates multi-faith union.

Statement of Faith (continued)

Doctrinal Ways

In addition to the MArCH statement of faith, we require families involved in the Enrichment Program to agree to the following:

Our doctrinal Statement of Faith is fundamental to basic Christian tenets and contains those doctrines to which we unreservedly adhere. The following areas are left primarily to the teaching of the home and church:

1. Church government, authority, and discipline
2. Time and mode of baptism
3. Security of the believer
4. Timing of future events
5. Second work of grace or baptism of the Holy Spirit
6. Sinless perfection
7. Gifts of the Spirit, tongues, interpretation of tongues, healing, miracle working, and discerning of spirits

In honoring our desire concerning the outreach of this program, there will be no attempt made by teachers to promote these doctrinal positions during Enrichment classes. We desire to remain united in the salvation and love of Christ, avoiding dissension, which may be caused by doctrinal differences.

Biblical Conflict Resolution – Matthew 18:15-17

We understand that conflicts and misunderstandings will arise between students and adults. We do not encourage an adult/teacher to go directly to a student with a conflict that is outside the normal student/teacher relationship. We do encourage adults to go directly to the other adult or parent (in case of a conflict between two students or an adult/student conflict), according to Matthew 18:15. If the situation is not resolved according to Scripture, then bring your concern/ grievance to the Enrichment Committee. Then according to Matthew 18:16, two or more of the Enrichment Committee will meet with the parties involved to attempt Biblical reconciliation. If, at that point, there is still no Biblical reconciliation, the Committee will meet with all parties involved to attempt Biblical reconciliation according to Matthew 18:17, (if your brother refuses to listen to them, tell it to the church). Any dispute arising from or related to your membership and participation in MArCH Enrichment shall be settled by mediation and, if necessary, legally binding arbitration in accordance with the Rules of Procedure for Christian Conciliation of the Institute for Christian Conciliation.

Contact Information

Jennifer Byrd, Dual Credit Coordinator – dcadvisor@marchgroup.org
Christie Wells, Dual Credit Administrator – dcadmin@marchgroup.org
Katherine Teague, Dual Credit Treasurer – dctreasurer@marchgroup.org
Dual Credit Team – dualcredit@marchgroup.org
Lisa Hickman, Enrichment Director – enrichment@marchgroup.org
MArCH website – marchgroup.org
MArCH Dual Credit link –
<http://www.marchgroup.org/enrichment/credit-classes/dual-credit/>

Accountability

Please carefully read and make sure you understand ALL of MArCH Dual Credit guidelines. If a pattern is noticed, a meeting will be requested with you to discuss possible solutions that will benefit all. *The Enrichment Committee will prayerfully deal with offenses not specifically stated in the Handbook.*

Eligibility Requirements

In order to be eligible to take dual credit classes at MArCH Enrichment you must:

1. Be a current member in good standing of MArCH. Membership must be renewed by May 15 to remain registered for MArCH dual credit course sections.
2. Student must be a junior or senior and hold a 3.0 or higher grade average.
3. Submit the Dual Credit/Concurrent High School Enrollment Permission and Permit to Release Schedule forms to the dual credit team at dualcredit@marchgroup.org each semester. *These forms must also be submitted to Collin College.*
4. Pay all required fees. (The MArCH Dual Credit Program adheres to the Enrichment no refund policy.)
5. Read and abide by the policies in the MArCH Dual Credit Handbook.
6. Be a Collin College student eligible to register for classes.
7. Parent must attend the mandatory MArCH Dual Credit Information meeting each semester.
8. Student must attend the MArCH Dual Credit Orientation meeting prior to his/her first semester in the MArCH dual credit program.

Special Circumstances

- Seniors who have met all the registration requirements may be given special consideration.
- To register for more than two dual credit classes at MArCH Enrichment, the student must meet with the dual credit team and submit a current transcript and a teacher (non-parent) recommendation.
- Students who are not junior or senior grade level, or who are younger than 16, must meet with the dual credit team and submit a current transcript and a teacher (non-parent) recommendation before registering for MArCH dual credit classes.

Registration Schedule

The MArCH Dual Credit Program follows the following registration schedule.

STEP ONE - PRE-REGISTRATION

Complete the Enrichment Dual Credit Pre-Registration Form. The information from the form will be used to place students on pre-registration lists for dual credit classes.

Important Notes:

- The student is **pre-registered** for the Dual Credit course, **pending completion of the Collin College and the Enrichment requirements for Dual Credit enrollment.**
- The student **will not be registered** for the class until eligibility requirements for Collin **and** Enrichment have been met.
- Pre-registration places the class on the student's schedule and the student on the **pre-registration roster** for the class.
- The student's Dual Credit registration status at Enrichment is **pending.**

STEP TWO – ENRICHMENT REGISTRATION

Once the student has completed eligibility requirements for Collin College and Enrichment, the student's Dual Credit Enrichment registration will be confirmed.

Important Notes:

- Students are registered for Enrichment Dual Credit classes on a **first eligible – first registered** basis.
- If the course fills before the student completes the eligibility requirements, he/she will be placed on the waitlist.
- Enrichment registration confirms the student's place in the Enrichment dual credit class.
- The student's Dual Credit registration status at Enrichment is **confirmed**.
- Enrichment Dual Credit registration remains open until the class fills or is canceled.

STEP THREE – COLLIN REGISTRATION

When Collin College registration opens, students whose Dual Credit registration status at Enrichment is **confirmed** will receive a registration email with the registration instructions and the CRN (course registration number).

Once a student has received the CRN for a class, he/she must register by the given deadline or risk losing a spot in the class.

Cost

- MArCH membership fee*
- Either ITR (Enrichment Families) or Dual Credit (Non--Enrichment Families) Fee*
- Supply fee* – per class per student
- Collin College tuition, fees and required resources

**All MArCH fees are paid online.*

Collin College Courses

MArCH Enrichment dual credit classes are Collin College courses. These special sections, taught by a Collin professor at Enrichment, are only open to MArCH students. Students are Collin College students, must pay Collin College tuition and fees, and upon successful completion of the course will receive college credit.

Collin Dual Credit Handbook

<http://www.collin.edu/gettingstarted/dualcredit/Dual%20and%20Concurrent%20Credit%20Enrollment%20Manual%202017-2018.pdf>

Collin Student Handbook

https://www.collin.edu/studentresources/deanofstudents/pdf_documents/20162017studentHandbook.pdf

Course Content

The course content is the same as if the course met on campus at Collin College. The textbook and course content are determined by Collin College.

Course Format

Dual Credit classes are a combination of classroom and online instruction. The classroom meeting is on Fridays at MArCH Enrichment. The student completes the online portion on his/her own. There are two formats – blended and hybrid.

Hybrid – meeting both on-site and online, but will be on-site a larger amount of time.

Blended – meeting both on-site and online, but will be online a larger amount of time.

Dual Registration/Enrollment

Students are enrolled and registered at Collin College and at MArCH Enrichment. Therefore they must abide by the policies of both organizations. There is a Collin College Student Handbook.

FERPA

Please remember that per federal privacy laws, students must take responsibility for communicating with their professor about the class. They should use their Collin College email as professors are not allowed to communicate with students via their personal email accounts. Parents will not be able to communicate with their student's professor about the course unless the student signs a letter allowing it which must be dated and is only valid for one day at a time.

Parent Responsibilities

1. Attend mandatory dual credit meetings each semester.
2. Check for and read ALL correspondence for Dual Credit. Respond as appropriate and in a timely manner.
3. Read all content and follow guidelines listed in the Handbook.
4. Turn in paperwork/ fees on time; pay attention to deadlines.
5. Notify the dual credit adviser immediately if a class is dropped.
6. Participate in the dual credit survey. This helps us determine which classes to offer.
7. Bring any concerns to a member of the dual credit team AS SOON AS POSSIBLE.

Student Responsibilities

1. Attend dual credit meetings, where much information is distributed.
2. Attend mandatory dual credit orientation the first semester in the MARCH Dual Credit Program.
3. Check cougarmail on a regular basis. The professors, Collin College and MARCH will communicate with you through your Collin College email.
4. Learn to use Canvas.
5. Read all content and follow guidelines listed in the Handbook.
6. Communicate with the professor. Direct questions regarding the class, including textbook concerns, to the professor.
7. Follow class cancellation/absent professor guidelines.
8. Bring any concerns to a member of the dual credit team AS SOON AS POSSIBLE.

Class Cancellation/Absent Professor

If a professor will be absent and cancels class, the student does not have to come to class.

- Non-Enrichment students should not come to campus.
- Enrichment students will be provided a place to study during the class time.
- If the Enrichment student is not coming to campus, he/she should notify the dual credit coordinator.
- The student is still responsible for his/her other Enrichment classes and responsibilities.

If a professor is late, the student must remain in class until the professor arrives, class time ends or the student is informed that class will not be held that day.

Entering the Building

- On Enrichment days please use the west entrance across from the school to enter the building. (See calendar, Appendix A.)
- On non-Enrichment days, please use the north entrance next to the playground.

On Campus

- Students must be in class, study hall or the designated lunch area.
- Dual credit students with more than a one hour gap between classes must leave campus in between classes.
- Dual credit students with a one hour gap in between classes may register for the quiet study hall. If the student is not registered for study hall, then he/she must leave campus.
- A dual credit student with a class before and after lunch may stay on campus during lunch. The student must be in the designated lunch area.

Visitors

Students may not bring a visitor of any age - infant, student, adult - to class.

Dress Code

Dual Credit Students are expected to abide by the Enrichment dress code.

The following is a list of guidelines that is only partial and will be enforced at the discretion of the Enrichment Committee/Board:

1. **ALL** shorts must be at least fingertip length when arms are fully extended.
2. Skirts and dresses may be no shorter than 3" above the knee.
3. When wearing leggings/"jeggings", tops/dresses must be no shorter than 3" above the knee.
4. No offensive clothing, including offensive wording.
5. No clothing that exposes the mid- drift.
6. No halter or strapless tops (straps must be at least three fingers wide).
7. No form-fitting skirts or dresses.
8. No loose or low-cut tops.
9. No bra straps or other undergarments visible through or outside outerwear.
10. No visible tattoos.
11. No undershirts worn as outerwear. Boys must have sleeves on their shirts.
12. No facial piercings other than small nose studs. No gauges.
13. Only girls may wear dresses or skirts.

Consequences of Dress Code Violation:

The student must change, wear provided clothing or leave campus.
Repeat offenses will result in further disciplinary action.

General Student Behavior Guidelines and Responsibilities

The Bible will serve as the final authority for all matters of conduct. Proverbs 6:16-19; Exodus 20-1-17

This list includes but is not limited to the following:

1. Be on time.
2. Use the correct entrance.
3. Leave campus when your class ends.
4. Wear your nametag at all times where it can easily be seen.
5. Clean up after yourself. Leave things better than you found them.
6. Address and respond to teachers and all other adults with respect and courtesy.
7. No loud talking in the hallways. Classes and church ministry are taking place.
8. No drinks or snacks/candy of any kind may be eaten, shared, or traded in a classroom, unless it is provided for a particular class.
9. No using the elevator without permission; use the stairs.
10. No lying, cheating or stealing.
11. No inappropriate conversation or gestures.
12. No PDA. No public displays of affection of any kind at Enrichment, on SUMC church property, nor at any event related to Enrichment. (hand-holding, kissing, or otherwise).
13. No sexual misconduct or other behavior that is inconsistent with Biblical standards of sexual purity.
14. Students must dress in conformance with their biological sex and use the restroom, locker room, shower, and changing facilities consistent with their biological sex.
15. No weapons. (Mature High School students may carry a reasonably- sized, assisted- open pocket knife, and they accept full responsibility in doing so.)
16. Bullying of any kind will not be tolerated and will be dealt with at the discretion of the Committee.
17. Inappropriate behavior will be dealt with at the discretion of the Committee.

Family Ways/Code of Conduct

MARCH exists to support and promote the home education of school-age children by their parents, legal guardians, or designated person, according to the admonition of the Holy Scriptures (the Bible). As such, MARCH Enrichment admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to MARCH Enrichment students. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

1. Our family will honor and submit to the authorities that God has placed over us with a respectful attitude. (Eph. 6:1-9)
2. Our family will receive correction and accept discipline with a teachable and submissive heart. (Heb. 12:11)
3. Our family will love, serve, respect, and encourage one another using actions and words that build up and bless. (1 John 4:11-12)
4. Our family will be quick to forgive others and cover an offense with love, grace, and mercy when wronged or hurt. (Colossians 3:13)
5. Our family will exercise good stewardship over what God has entrusted to us, taking care of personal property and the property of others, using it wisely and responsibly. (Luke 16:10)
6. Our family will take personal responsibility to keep the church facilities orderly and clean at all times. (Proverbs 12:24)
7. Our family will work with a cooperative spirit, freely giving and receiving help. (Ecc. 4:9-10)
8. Our family will choose to be cheerful, enthusiastic and gracious, even when we feel like complaining. (Phil. 4:4-5)
9. Our family will choose to be peacemakers and resolve conflict the way Jesus would, even when we would rather stay angry or argue. (James 3:17-18)
10. Our family will be on time to classes.
11. Our family will fulfill its commitments and strive to fulfill service hours if we are unable to attend.
12. We believe in marriage between one man and one woman and the immutability of biological sex as delineated in Scripture. (Genesis 2:24; Matt. 19:4-5)
13. As the parent, I agree to read these rules to my children and make sure they understand them. I understand that I, the parent, am responsible for the actions of my children.

Statement on Marriage, Gender, and Sexuality

- We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.
- We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen 2:18-25.)
- We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor 6:18; 7:2-5; Heb 13:4.)
- We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 15:18-20; 1 Cor 6:9-10.)
- We believe that in order to preserve the function and integrity of MARCH as a local Body of Christ, and to provide a biblical role model to the MARCH members and the community, it is imperative that all persons employed by MARCH in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt 5:16; Phil 2:14-16; 1 Thess 5:22.)
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11.)
- We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31.) Hatred and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of MARCH..

Appendix A

Map, Stonebridge United Methodist Church

