**2023-2024 Performance Learning Center Application Process**

At PLC, we wish to help our students and schools in the best way possible.  Students must have completed the first attempt at 9th Grade.  Any and all MTSS concerns need to be addressed before acceptance.

 The following are a few key characteristics which may prove beneficial for a potential student. The student needs to be self-motivated, an independent worker and effectively manage time.

Remember to save application before printing.  All applications must be submitted only by school counselor.

Steps for requesting students’ entrance into the Performance Learning Center (PLC).

1. Student requests and complete the fillable PLC application with home school counselor.
2. Home School Counselor **must** complete and submit along with the application the following documents to PLC Transition Facilitator, Ms. Allison Campbell, and cc. Program Supervisor, Dr. Lueisha Dixon:
3. Graduation Checklist
4. Transcript without Incompletes
5. Behavior History
6. Attendance record – at least one year
7. If a student has a 504 or RTI, it must be shared with Dr. Lueisha Dixon
8. If a student has an IEP, it must be shared with Mrs. Emily Tedder through GO IEP
9. Copy of birth certificate
10. Copy of Social Security card
11. Two forms of Proof of residency
12. Student and guardian must bring the completed documents to the Orientation. Orientations are held on Tuesdays and Thursdays at 9:30 AM or 3:30 PM.
13. After the orientation process, virtual interviews will be conducted on Wednesdays at the student’s home school in the school office.
14. If a student has an IEP, a placement meeting is needed and will be scheduled by the student’s home school to include Mrs. Emily Tedder.
15. A final approval will be sent via email to Guardian, Counselor, and Dr. Smith.

An electronic copy of the PLC application is attached.

Respectfully,

Dr. Horace Lydell Smith Sr.

Performance Learning Center

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