



# Parent/Legal Guardian (Caretaker) Acknowledgment (PLCA)

Make sure that you have read and understood the Regulatory Program Description before signing this form. A “caretaker” refers to a parent or legal guardian. Complete **one form per student**.

**Student:** \_\_\_\_\_  
Last Name First Name Middle Name

- ✓ All of the information that I have provided on the student, caretaker, and family information forms is accurate. I understand that I am responsible for reviewing this information, and I will notify the school immediately of any errors or changes.
- ✓ All listed caretakers have legal custodial rights for this student. To remove a caretaker’s access to the Learning Management System (LMS), contact the Enrollment Team.
- ✓ I understand that except for approved designated part-time programs, **I am registering my student in a full-time public school** that has specific rules and standards, including a defined school calendar and required assessments.
- ✓ This student meets any required eligibility requirements as listed on the Eligibility Requirements document.
- ✓ If I am in a state that requires me to provide my own computer to participate in the program or if I elected to use my own equipment, I verify that my computer meets all minimum requirements for hardware and software as specified in the Family Information Form and the School Handbook.
- ✓ Students may be required to attend mandatory meetings and participate in standardized or other proctored tests required by the school.
- ✓ I understand that I will be financially responsible for any school property that is provided to me, including property that becomes damaged, is moved to another location, or is not returned when requested by the school.
- ✓ I understand that students are bound by the rules and other provisions set out in the School Handbook. (You are urged to read the School Handbook. The School Handbook is accessed through the Virtual Library in the Learning Management System (LMS) or you may request a copy be sent to you by contacting the Enrollment Team. Instructions about how to access documents in the Virtual Library are included in the Enrollment Tutorials on your LMS home page. If you have problems, contact the Enrollment Team at 1-800-382-6010.)
- ✓ I have read and understand the Regulatory Program Description including information about the need for adult supervision for some students. I understand that the consequences for failing to comply are serious. (Check your state law to determine the age when a child can be left unattended.)

*I have read, understand, and agree to the terms of this PLCA.*

**Caretaker:** \_\_\_\_\_  
Last Name First Name Middle Name  
Signature Date

**Caretaker:** \_\_\_\_\_  
Last Name First Name Middle Name  
Signature Date

All caretakers signing this form will be provided with access to the school’s Learning Management System (LMS) as “Learning Coaches” and are required to follow its Terms of Use. All caretakers must have legal custodial rights in order to access the LMS. Do not sign this form if you do not have legal custody of the student named above. You may designate a non-custodial Learning Coach by completing the Designated Learning Coach Agreement (DLCA). The DLCA is available in the Virtual Library or may be requested by contacting the Enrollment Team at 1-800-382-6010.

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