



**Academy for Business
Technology**

19625 Wood St. • Melvindale, MI 48122
Tel: 313.382.3422 • Fax: 313.382.3906

November 5, 2018

Dear ABT Parent(s):

We will begin after-school tutoring for math and reading on Tuesday November, November 13, 2018 at no cost to currently enrolled students. After-school tutoring and credit recovery will take place every Tuesday and Thursday from 3:30pm until 5:00 pm ending on Thursday, January 17, 2019.

High school students may sign-up for a maximum of three credit recovery classes. The fee for high school credit recovery classes are as follows:

1 class = \$50 2 classes = \$90 3 classes = \$120

If a middle school or high school student misses two days of tutoring/credit recovery, he/she will automatically be dropped from the class.

The student code of conduct will be enforced during after-school tutoring and credit recovery. Students who consistently display disruptive behavior during after-school tutoring or credit recovery will be dropped from the program. Any student involved in a major infraction (i.e. fighting, vandalism, insubordination) will be immediately dropped from the program and no refunds will be issued.

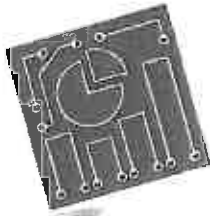
High school students will complete 100% of their coursework online. Teachers at both levels will conference with students regarding their grade(s) on a weekly basis.

****THE LAST DAY TO SIGN-UP FOR AFTER SCHOOL TUTORING WILL BE MONDAY, NOVEMBER 12, 2018!***

If you have any questions, I am always available @ 313.382.3422 or carmen.willingham@leonagroup.com.

Providing educational excellence,


Carmen Willingham
School Leader



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After-school Tutoring Enrollment Form

Please complete this form and return to main office
Tuesday and Thursday

November 13, 2018 - January 17, 2019

Student Name: _____ Grade _____

Yes my child will attend after school tutoring/credit recovery

High School Credit Recovery: **fee per high school credit recovery class below**

___ (1) class = \$50 ___ (2) classes = \$90 ___ (3) classes = \$120

Credit recovery class enrollment will be ongoing as needed

Tutoring ___ Middle ___ High School (no cost)

Parent Signature: _____ Date: _____

Parent Phone Number: _____

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carmen.willingham@leonagroup.com.

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RETURN FORM BY NOVEMBER 13, 2018