

October 24, 2011

Dear Parent(s)/Guardian(s):

The Mt. SAC High School Referral Program is a resource for students who need to make-up high school credits. To complete a class and earn credits students must attain a passing grade of 70%, fulfill the attendance requirement of at least 62.5 hours of attendance per five credit course, and submit all of the assigned coursework. All of these requirements must be completed on or before May 24, 2012. No credit will be issued to students who do not complete their class.

The enclosed report shows your student's progress as well as the number of attendance hours to date. We are concerned with your student's progress. Your student **is at risk of not passing the course** due to a failing grade, having too few attendance hours, or having too many hours and not enough assignments completed.

While there is still time to remedy progress issues, it is imperative that your student attend class on a consistent basis and work diligently to complete the course in a timely and successful manner.

If the High School Office can be of any assistance, or if you would like more information regarding your student's progress, please call the High School Office at (909) 274-4937.

High School Referral Program
Adult Basic Education
Mt. San Antonio College