

ATTENDANCE & ACADEMIC POLICIES

Parents, guardians and students should reference the Launch Important Dates Document (see page two) for drop date and marking period information.

ATTENDANCE POLICY

Students are expected to participate daily in Launch courses. Participation is defined as submitting assignments and attending live lessons with Launch instructors, when applicable.

- **Tier 1 – 5 Day No Submission:** Guardian receives phone call from a member of the Launch Cares counseling team.
- **Tier 2 – 10 Day No Submission:** Guardian receives phone call from a Launch administrator.
- **Tier 3 – 15 Day No Submission:** Guardian receives email notification that the student has been suspended from Launch.
 - Students who are suspended will be provided a date by which to appeal, found on Parent Portal, in the email notification. Students are allowed one attendance appeal per academic year.
- If a student is dropped from Launch programming, the resident district will be notified and must provide a list of educational options for the student. The student may not re-enroll with Launch for the remainder of the year and/or the following semester.

ACADEMIC PERFORMANCE POLICY

- Following the 20th day of the semester, the Launch office generates a weekly report of students failing 3 or more courses.*

**Note: Failing 2 or more courses on a 4-block schedule.*

- These students will be monitored academically for the remainder of the marking period. Guardians will be notified by Launch staff.
- Students who are no longer failing 3 or more courses* at the end of the marking period will be removed from academic monitoring.
- Students who are failing 3 or more courses* at the end of the marking period will be suspended from Launch programming.
- Students who are suspended will be provided a date by which to appeal, found on Parent Portal, in the email notification. Students are allowed one academic appeal per academic year.
- If the appeal is approved, students will be placed on academic probation and will have one marking period to meet academic requirements.
- If an appeal is not submitted or denied, the student will be withdrawn to the resident district. The resident district will be notified and must provide a list of educational options for the student. The student may not re-enroll with Launch for the remainder of the year and/or the following semester.

STATE TESTING REQUIREMENTS

All students in grades 3-12 must complete required state testing in person per Missouri Law. These tests typically occur in April and May. Failure to attend in person testing will result in being withdrawn from the program, and students will return to their district of residence.

MOCAP IMPORTANT DATES

REGULAR YEAR TRADITIONAL VIRTUAL COURSE DATES

	Fall Semester (18 weeks)	Spring Semester (18 weeks)
Application Opens	July 7	October 12
Application Closes	October 9	February 5
Registration Deadline	October 16	February 12
Course Starts	August 25	January 5
Academic Probation Drop	October 22 December 17	March 12 May 27
Course End	December 17 12:00 PM	May 27 12:00 PM
Grades Available in Parent Portal	October 29 (Progress) December 28 (Final)	March 23 (Progress) June 3 (Final)

MOCAP REGISTRATION DEADLINE

All registration steps, including documentation (immunizations, school records, etc.) must be submitted by the registration deadline above. Applications submitted after the Fall deadline will be held for the Spring term. Applications submitted after the Spring registration deadline will not be accepted.

