

GREEN COUNTRY



TECHNOLOGY CENTER

GREEN COUNTRY TECHNOLOGY CENTER

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OPERATED IN COOPERATION WITH THE OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION

DISTRICT #28 PARTICIPATING SCHOOLS

Beggs	Okmulgee
Dewar	Preston
Henryetta	Schulter
Morris	Wilson

FULL TIME PROGRAMS AND INSTRUCTORS

Web Development & Administration	Teresa Pinkston
Digital Media/Multimedia	Julie Roberds
Carpentry	Steve Emerson
Drafting	Todd Anderson
Health Careers Certification	Sharon Sibert
Manufacturing Technology	Gerald Logan
Practical Nursing	Darlene Baker
Practical Nursing	Carlton D. Smith
Mechanical Trades	Jeff Wingo
Boot & Saddle	Mike DeWitt

STUDENT HANDBOOK WELCOME

Green Country Technology Center provides a new opportunity and challenge in preparing for the future. Education is a life-long process and each individual should take advantage of every avenue available. Classes and programs available through Green Country Technology Center are designed to address preparation for the “World of Work.” With proper application and involvement, the student can prepare for a first time job or advancement and enhancement in current job situations. Changing technology and work conditions require skilled workers. Better preparation can mean continuing employment in the future. Education is the key. Prepare now for the challenges of tomorrow.

Danne Spurlock
Superintendent

Student Handbook
GENERAL INFORMATION

Safety Practices

You may be participating in activities that have some element of danger. Your instructor will explain the safety practices necessary for each course and will expect you to observe them while you engage in these activities.

Insurance

We recommend that if you are not covered under family insurance and hospitalization plan that you purchase an accident insurance policy. The Board of Education does not assume the responsibility for payment of hospital, doctor, or ambulance fees.

Equipment and Books

You will be working with expensive equipment. Your training program will include care and maintenance for this equipment. Please assume responsibility for keeping equipment, books, classrooms, furniture and tools from excessive wear and abuse.

Broken or damaged equipment should be reported immediately to your instructor so it can be repaired without further damage. You may be expected to pay for damage resulting from improper use of school property and equipment.

Course Material

Most of the materials needed in your training program are furnished. However, you must furnish materials for personal projects. You may not charge equipment and materials to the school in order to pick up supplies.

School Closings

The school calendar is determined after consultation with sending schools. You are expected to attend Green Country Technology Center whenever the Technology Center school runs the bus, even though other students may be excused because their sending school is closed. Official announcements of emergency school closings will be made on Channel 8 TV, Channel 6 TV, and Channel 2 TV in Tulsa.

Emergency Procedures

Emergency Procedures for fire and weather are posted in each classroom. Students should become familiar with these procedures.

Sexual Harassment

Green Country Technology Center expressly prohibits sexual harassment toward any employee or student by any employee or student or any person who has business or educational contact with the school.

Non-Discriminatory Affirmative Action Statement

Green Country Technology Center considers all qualified applicants for each position and does not discriminate with regard to race, color, religion, gender, national origin, age, marital or veteran status, or disabling condition. This policy is followed in the operation of its educational programs and activities, recruitment, admissions, and employment practices.

STUDENT CONDUCT AND RULE ENFORCEMENT POLICIES

No student who creates a disrupting or dangerous situation to other students who are in attendance will be allowed to attend school.

A. Student Dress

Students will be expected to dress in a manner consistent with their training program requirements, safety considerations, and good taste. The instructor is responsible for monitoring the dress of his/her students and through counseling and/or reprimand, to correct any problems observed. Students may be required to wear specified clothing in the shop or laboratory area. Wearing of caps or hats is not allowed in school.

B. Student Offenses

1. Secondary students will be restricted from use of tobacco or tobacco products in any form while on school premises, at school events or school sponsored field trips.
2. A student shall not, by use of violence, force, noise, profanity, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the substantial and material disruption or obstruction of any lawful mission, process, or function of the school.
3. A student shall not intentionally cause or attempt to cause damage to school property or steal or attempt to steal school property.

4. A student shall not intentionally cause or attempt to cause damage to private property or steal or attempt to steal private property either on school grounds or during a school activity, function, or a school sponsored event off school grounds.
5. A student shall not while on the school grounds at any time; off the school grounds at a school activity, function, or school sponsored event; or while in transit by school transportation or in any other school-approved vehicle used to transport students to and from school and school activities:
 - a. Intentionally cause or attempt to cause physical injury to a school employee, other student, or person.
 - b. Knowingly possess, handle, or transmit an object that can reasonably be considered a dangerous weapon. This rule does not apply to normal school supplies required by the normal school curriculum.
 - c. Knowingly possess, use, transmit, or be under the influence of any low point non-intoxicating beverage, alcoholic beverage, or a controlled or uncontrolled substance that could produce a mind-altering state of consciousness.
It shall be the policy of the Green Country Technology Center that any instructor who has reasonable cause to believe a student may be under the influence of or said student has in his/her possession:
 - i. Any chemicals or product,
 - ii. Alcoholic beverages, low point beer, or non-intoxicating beverages,
 - iii. A controlled or uncontrolled substance that could produce a mind-altering state of consciousness; shall immediately notify the Administrative person in charge of such suspicion. The Administrative person shall immediately notify the Superintendent and a parent/legal guardian of said student concerning the suspicion.
 - d. Repeatedly fail to comply with the directions of any authorized school personnel during any period of time he/she is properly under the authority of said personnel.
6. A student will not absent himself/herself from school without a reasonable excuse. The Director of Full-Time Programs shall determine the validity of the excuse.
7. A student shall make satisfactory advancement toward accomplishing the prescribed goals and objectives of the course in which he/she is enrolled.
8. Any secondary student suspended from his/her home school shall be suspended from the Green Country Technology Center unless other arrangements are made by the principal of the home school.

C. Search and Detention

Students have no reasonable expectation of privacy rights toward school officials in school lockers, desks, or other school property.

The Administration and instructors of Green Country Technology Center shall have the authority to detain and authorize a search for dangerous weapons or controlled dangerous substances of any student or students on any school premises or while in transit under the authority of the school or at any function sponsored or authorized by the school. The Administration and instructors of Green Country Technology Center, authorizing such a search shall notify the local law enforcement agency, which shall be responsible for obtaining any warrant or other authorization necessary to conduct such search. The notification of such law enforcement agencies shall constitute reasonable grounds for obtaining a search warrant. A person of the same sex as the person being searched shall conduct the search. The administrative person authorizing the search shall have the authority to detain student/students to be searched and to preserve any dangerous weapons or controlled dangerous substances that might be in their possession, including the authority to authorize any other person he/she deems necessary to restrain such student/students or to preserve any dangerous weapons or controlled dangerous substances.

Any student found to be in possession of dangerous weapons or controlled substances may be suspended by the Director of Full-Time Programs, Director of Adult Training, or Director of Business and Industrial Services for a period not to exceed the current school semester and the succeeding semester. The student will have the right to appeal to the Superintendent.

D. Student Vehicle Operation and Leaving School

1. If the home high school permits, secondary students may drive their vehicle to the Green Country Technology Center, District #28.

While driving to and from school, students should observe all traffic laws and operate their vehicles in a sane and safe manner. The vehicle must be parked properly in approved parking areas upon arrival and not moved until the end of the class session. Students will not be permitted to loiter in the parked vehicles or parking lot during break or lunch periods. Vehicles driven to lunch by all-day, adult students must be parked upon return and not moved

until close of class session. If at any time a student violates rules and regulations concerning driving a personal vehicle, the driving privilege will be revoked and the student will be required to ride a bus. Only authorized school personnel will operate school-owned licensed vehicles.

If a student drives to school without being authorized by his/her home school principal, the student will be sent home and counted absent for the day. Those students that are authorized to drive cannot transport other students to or from Green Country Technology Center without permission from their home school principal.

2. Under no condition will any student leave the school without permission from the office. If a student leaves without a permit, he/she will be considered truant and be dealt with accordingly. If a secondary student needs to leave for some reason, he/she is required to bring a written statement signed by his/her parent/guardian, or the home school principal, explaining the reason for leaving and the time the student should be dismissed. If a note is not brought, permission by phone at the student's expense is required.

E. Student Attendance

The success of a business is greatly affected by the dependability and productivity of its employees. Most companies provide their employees with a reasonable number of days for sickness and personal leave.

The Director of Full-Time Programs will be the person to authorize the release of students from his/her class to perform school or non-school activities as requested by other persons or organizations. Completion of course work should be the primary consideration.

The following attendance policy is based on the practices of industry, and is an important part of the Green Country Technology Center training:

Absences and Tardies

1. Students participating in authorized school-sponsored activities will not be counted absent.
2. A student suspended from school for a disciplinary issue will have this charged as absences.
3. The terms "excused" and "unexcused" are not used.
4. Tardies and checkouts are calculated as follows:
 - a. Missing less than 60 minutes (one hour) of one day
= one tardy or checkout.
 - b. Missing 61 minutes to 120 minutes (two hours) of one day
= two tardies or checkouts.
 - c. Missing over 120 minutes (two hours) of one day
= one absence
 - d. Three tardies or checkouts = one absence

Each student must have an admit to enter class for a tardy or an absence.

Excessive absences resulting in a failing grade shall be determined by the student's sending school's attendance policy.

Make-up Work

Students must request to make up work missed. This request must be made upon return to class. Students will have the same number of days to make up the work as days absent.

Missed tests/quizzes will be taken upon return to class if student was aware of test date prior to absence.

Perfect Attendance

Good attendance reflects dependability and productivity, both of which are good work habits that should be rewarded. Perfect attendance is achieved by not being absent for an entire semester. This will be recognized and rewarded during a student assembly.

Certification

Certification in any program will require ninety (90) percent attendance.

Adult Students

Adult students will be allowed ten (10) absences during a year.

F. Rule Enforcement

Every instructor in the Green Country Technology Center shall have the right to exercise the same authority, as to conduct and behavior, over the person attending this school, as the parents/guardians may exercise over them at home and/or as provided by law. Suspension will be used as a last resort and after all other efforts have failed and/or there is reason to believe it will be helpful in maintaining discipline or in the development of the student's character and power of self-control. An exception to the suspension rule will provide immediate suspension for a student that has in his/her possession non-intoxicating beverages, alcoholic beverages, a controlled or an uncontrolled substance that could produce a mind-altering state of consciousness or the possession of or the use of a dangerous weapon while under the authority of Green Country Technology Center.

Habitual violations of daily disciplinary standards can result in suspension.

1. Possible Disciplinary Action Procedure for Violations
 - a. Verbal Reprimand
 - b. Restrictions in Activity
 - c. Alternative Education
 - d. Suspension from School

G. Classroom Behavior

1. No eating, drinking, or use of tobacco products in the classroom.
2. Students will not leave classroom before the end of class.
3. All student eating and drinking will be in the designated break area.

STUDENT SERVICES

A. First Aid

1. Green Country Technology Center recognizes the need and obligation to provide first aid treatment to students and the staff who become ill or are injured while attending class or performing their job function. However, referral of individuals for first aid treatment should be limited to those circumstances that actually require first aid. Health related circumstances not requiring first aid should be handled through other procedures.
 - a. Injuries should be referred to the LPN office.
 - b. For all other non-emergency type health situations, the main office should be contacted for referral to the parent or guardian.
 - I. If a student is under doctor's care and must take prescription drugs or treatments, this must be identified at the office of the Director of Full Time-Programs, where confirmation and a plan for administration can be developed with the individual student.
 - c. There may be times when the student needs emergency medical treatment while at school or away from school while on a school trip. The parent or custodian of a minor must authorize in writing the person having care of a minor to consent to medical treatment and hospital care for the minor.

Such written authorization must be dated and signed. In the event that there is not a written authorization and parents cannot be located, a school official may consent to medical treatment for a minor needing treatment because of an accident.
 - d. Student medical information will be kept in the office of the Director of Full-Time Programs.

STUDENT RECORDS

Student records will be maintained for current and former students of Green Country Technology Center. These records will include areas of training, attendance, records, grades, certification records, and any other information that might be relative.

A. Information Kept

In compliance with Oklahoma Records Act, the following student's records will be subject to inspection:

1. Statistical information not identified with a particular student. This will include enrollment numbers of the school, individual programs, local high schools, and other classification of enrollment and/or completion performance information.
2. Directory information when this information is kept.

B. Authorization to Release Information

Each student is asked to complete an information release form so that Green Country Technology Center may release information for employment references, and/or to agencies which offer educationally related financial aid.

C. Student and Parent/Guardian Access to Students Records

Upon request, an individual student's records will be available for inspection by the student and, if the student is under 18 years of age, the students parent or legal guardian. Inspection must take place in the administrative or counseling offices, and records may not be removed from school premises.

D. Completion of Training Certification

All regular daytime programs at Green Country Technology Center are:

	Semester	Hours
Web Development/Administration	2 or 4	525 or 1,050
Digital Media/Multimedia	2 or 4	525 or 1,050
Carpentry	2 or 4	525 or 1,050
Drafting	2 or 4	525 or 1,050

Health Careers Certification	2 or 4	525 or 1,050
Manufacturing Technology	2 or 4	525 or 1,050
Mechanical Trades	2 or 4	525 or 1,050

Students who complete the four (4) semesters will receive a certificate, if the grade for each semester was a “C” average or better and the students have attended 90% of the total number of hours required for certification. When a post-secondary student begins training on a controlled entry basis, completion will be determined by the number of weeks enrolled as a passing student as evidence by nine-weeks grades. For post-secondary students who are short of the full program at the end of the semester, the instructor and the Director of Full-Time Programs may determine that the competencies attained by the student constitute completion and a certification may be awarded. All decisions concerning certification will be balanced towards the greatest benefit to the student.

1. All programs, which operate through the adult education area as short term or business/industry classes will have certification requirements, determined on an individual training program basis. Students must be in attendance 90% of the class time for certification.
2. The LPN program will issue a certificate in a graduation exercise for all students who complete the 12-month course and meet graduation requirements.
3. In some cases, post-secondary students who enroll in a day program with the intention of completing only a segment of that curriculum may, upon successful completion, be awarded a short-term certificate indicating that specific area of training and the length of training.

E. Grading System

90-100 =A 80-89= B 70-79=C 60-69=D Below 60= F

A deficiency slip indicating a grade of “F” must be sent before the grade is recorded. Incomplete will be recorded as an “I” for two (2) weeks, at which point it will be changed to an “F” unless deficiency is removed.

F. On-The-Job Training

Students enrolled in regular day training programs may be eligible for on-the-job training during the last twenty-five percent (25%) of their training. For secondary students, this would ordinarily be the last semester of their second year. On-the-Job training will only be considered when:

1. The proposed job is relative and appropriate.
2. The instructor believes that the on-the-job training method would benefit the student’s education more than regular in-school training.
3. Requirements for paperwork and absences make-up have been properly completed.

G. Student’s Record of Obligation

Students are responsible for care of all school-owned books, tools, and equipment. When books are damaged a rebinding fee will be charged. If books or tools are lost or destroyed, students will be charged an appropriate amount for replacement. The instructor is responsible for indicating any obligations that the student may have at the time of completion or withdrawal.

H. Daily Grades

Student enrolled in regular day training programs will receive a daily grade as an overall performance in the classroom and shop laboratory. This grade will be in addition to any grades for assignments, tests, or projects. Unexcused absences will result in a daily grade of zero. Excused personal absences, which are not made up within 5 days, will result in a daily grade of zero.

I. Make-Up Grades

Students enrolled in regular day training programs will be eligible to make up any work missed as a result of absences for school activities or excused personal absences. Make-up work will be limited to assignments, tests, projects, etc., missed as a result of the absence. Daily grades cannot be made up but will not count against the student as no daily grade will be assigned for any type of excused absence and therefore will not be averaged into the total grade.

J. Refund Policy

A full refund will be made if the class is dropped before the first class session. After the first class meeting, and up to 25% of the total class meetings, one half tuition will be refunded. After 25% of class meetings, no refund will be made.

K. Job Placement

While training at GCTC we invite you to take advantage of our job placement and support services. As part of our curriculum you will learn valuable skills in developing strategies. You will have the opportunity to enhance your job seeking skills in the classroom and the Academic Center. Student organization participation will help prepare you with job interviewing skills and interpersonal communications. Students are encouraged to do job searches and reach out to find areas where they will be successful. Students are encouraged to take advantage of our resume

writing software to keep their resume current. We provide resume writing assistance to students up to six months after completion of a program. Additional assistance through the Academic Center is provided upon request.

L. Academic Center

Students attending GCTC are encouraged to use the Academic Center to advance themselves academically. The Academic Center offers computer programs to advance your knowledge in reading and math. Additional computer programs are available to help with job searches, ACT Prep, resume writing, typing skills and computer skills. Visits to the Academic Center are scheduled throughout the year for all students attending GCTC. The Academic Center is also available in the evening for industry and community use. State merit test are given weekly and 8th grade reading test monthly.

SCHOOL ACTIVITY ATTENDANCE

Ten-Day Rule

In compliance with the state attendance and activities regulations, the Ten-Day Rule, Green Country Technology Center, will cooperate with each local school's administration by providing the information necessary for their record keeping.

STUDENT FORMS

Emergency and Class Trip Permission

I give permission for engagement in school-approved activities. This includes but is not limited to industry visits, observations, job site training, or competitions. Students are expected to dress and conduct themselves in a professional manner and abide by school rules and regulations. It is understood that all reasonable caution will be taken by those in charge to prevent injuries. Neither those in charge nor the school district shall be held responsible in case of an accident and in the event of an accident allows qualified medical personnel to administer emergency treatment.

Student Safety Pledge

Students enrolled will operate class specific machines as a part of his/her training at Green Country Technology Center. The student will be given proper instruction and the correct safety procedures concerning any equipment required in the class, before being allowed to operate it. The student must assume responsibility for following safe practices, and we therefore ask that he/she subscribe to the following safety pledge:

1. I will follow all safety rules.
2. I will receive the instructor's permission before using any machine.
3. I will not ask permission to use any machine unless I have been instructed in its use, and have made 100% on the safety test for that machine.
4. I will report any accident or injury to the instructor immediately.

Photography/Video Release

Green Country Technology Center takes great pride in their students. Pictures and/or videos are taken throughout the year as a way to honor them individually or their class. I hereby give and grant Green Country Technology Center the absolute and unconditional right to use, publish, display and or reproduce photographs/video, in which I appear. This includes the right to edit or use a portion of such in connection with educational or trade materials. I understand I am not to receive payment for said photographs/video and that these will not discredit or distort my person in any way.

Release of Information Agreement

I give Green Country Technology Center permission to request papers, transcripts, and financial aid information from previously attended educational institutions related to, and required for, my continued enrollment at Green Country Technology Center. Additional information from agencies, other than educational institutions, may be requested by Green Country Technology Center to be used by authorized personnel in my educational program.

Waiver of Insurance Responsibility

Due to the nature of some courses offered at Green Country Technology Center, there is a possibility of students being injured while working with various machinery and equipment used in their class. We recommend that all students have insurance, either through the school or through your own family insurance. Please state your desire regarding this insurance by checking the appropriate statement on the Student Handbook Signature Page.

I do hereby, release and forever discharge Green Country Technology Center, Okmulgee Oklahoma, from any and all actions, causes of actions, claims and demands for, upon, or by reason of any damage, loss or injury, which heretofore has been or which hereafter may be sustained by me/my child in consequence of participation in the educational program.

Code of Conduct for Internet / Computer Usage

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Green Country Technology Center has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We firmly believe that the valuable information and interaction available on the world-wide web network far outweighs the possibility that users may procure material that is not consistent with the educational goals of Green Country Technology Center.

Internet access is coordinated through a complex association of government agencies and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided so that you are aware of the responsibilities you are about to acquire. In general this requires efficient, ethical, and legal utilization of the network resources.

If a Green Country Technology Center user violates any of the provisions, his or her access will be terminated and future access could possibly be denied. The signature(s) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Terms and Conditions

Acceptable Use-the purpose of the NSFNET (National Science Foundation Network), the backbone to the Internet, is to support research and education in and among academic institutions in the U.S. by providing access to unique resources and the opportunity for collaborative work. **The use of your access must be in support of education and research and consistent with the educational objectives of Green Country Technology Center.** Use of other organizations network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to, the following: copyrighted material, threatening or obscene material, or material protected by trade secret. Use for product advertisement or political lobbying is also prohibited.

Privileges- The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Each student who receives access will be part of a discussion with a faculty member pertaining to the proper use of the network. The system administrator will deem what is inappropriate use and his/her decision is final. Also, the system administrator may close access at any time as may be required. The administrator, faculty, and staff of Green Country Technology Center may request the system administrator to deny, revoke, or suspend specific users' privileges.

Netiquette-You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

1. Be polite. Do not get abusive in your messages to others.
2. Take pride in communications. Check spelling and grammar.
3. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language, symbols, or pictures. Illegal activities are strictly forbidden.
4. Protect password confidentiality. Passwords are not to be shared with others. Using another user's account or password or allowing such access by another may be permitted only with the approval of the supervising teacher or system administrator.
5. Users shall respect the privacy of others and not read the mail or files of others without their permission. Copyright and licensing laws will not be intentionally violated.
6. Do not reveal your personal address, phone number, social security number, or credit card numbers, or those of fellow students, school personnel or other individuals
7. Do not send messages that contain false, malicious, or misleading information, which may be injurious to a person or a person's property.
8. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do not have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
9. Do not use the network in such a way that you would disrupt the use of the network by other users.
10. The district technology is not to be used for playing multi-user or other network intensive games, commercial ventures, Internet relay chat lines, or downloading excessively large files.
11. No charges for services, products, or information are to be incurred without appropriate permission.
12. All communications and information accessible via the network should be assumed to be private property.
13. Violators of this policy shall hold the district, including its employees and agents, harmless against any and all causes of action, damages, or other liability resulting from the willful or negligent violation of this policy.

Warranties-Green Country Technology Center makes no warranties of any kind, whether expressed or implied, for the service it is providing. Green Country Technology Center will not be responsible for any damages you suffer. This includes loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via Green Country Technology Center is at your own risk. Green Country Technology Center specifically denies any responsibility for the accuracy or quality of information obtained through its service.

Security-Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify the system administrator. Do not demonstrate the problem to other users. Do not use another user's account without written permission from that individual. Attempts to login to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

Vandalism-will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm

or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to the NSFNET Internet backbone. This includes, but is not limited to, the uploading, downloading, or creation of computer viruses.

Exception of Terms and Conditions-All terms and conditions as stated in the document are applicable to Green Country Technology Center, in addition to the NSFNET. These terms and conditions reflect the entire agreement of the parties and supersede all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed and interpreted in accordance with the laws of the State of Oklahoma, and the United States of America.

As a student of GCTC, I understand and will abide by the above Terms and Conditions for the use of the Internet. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action.

As a parent or guardian of this student, I have read the Terms and Conditions for Internet access. I understand that this access is designed for educational purposes and Green Country Technology Center has taken available precautions to eliminate controversial material. However, I also recognize it is impossible for Green Country Technology Center to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use of the network is not in a school setting. I hereby give Green Country Technology Center permission to issue Internet access to my child.

STUDENT NAME _____

CLASS _____

STUDENT HANDBOOK SIGNATURE PAGE

INSURANCE OFFER

Please state your desire regarding optional insurance by checking the appropriate statement below:

_____ I wish to participate in the insurance offered through Green Country Technology Center and will pay the premium within 10 days of enrollment notification.

_____ I do not want accident protection and understand that Green Country Technology Center will not be held responsible or any injuries.

DISCLOSURES

In compliance with EPA federal regulations, the asbestos management plan is in the Director of Full-Time Programs office and is available for review upon scheduled appointment.

Special Needs

Please contact Green Country Technology Center to arrange any special accommodations or related services for disabilities to ensure your opportunity to participate in class.

Non-Discrimination

It is the policy of Green Country Technology Center, District #28, to provide equal opportunities for Title VI, Title IX and Section 504 ADA, without regard to race, color, national origin, gender, age, disability or status as a veteran in its educational programs and activities. This includes, but is not limited to admissions, educational services, financial aid and employment. Inquiries concerning application of this policy may be referred to Mike Carman, Compliance Coordinator, Green Country Technology Center.

Please Note:

Accommodations on the basis of disability are available.

MY SIGNATURE INDICATES I HAVE READ, UNDERSTAND AND AGREE TO COMPLY WITH THE INFORMATION IN THE STUDENT HANDBOOK.

STUDENT'S SIGNATURE _____ DATE _____

PARENT/GUARDIAN SIGNATURE _____ DATE _____

Revised 06/27/07

PLEASE COMPLETE THE FOLLOWING STATEMENTS

1. I am interested in attending Green Country Technology Center because:

2. My school and community activities include:

3. My career interests include:

4. After high school I plan to:

Please note any additional comments or special accommodations needed
