

ATHLETIC & ARTISTIC CAREER PROGRAM

— ADMISSION POLICY —

2023-2024



Our mission is to cultivate informed,
mindful citizens of the world

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Athletic or Artistic Career Program or AACP ***(Athletic and Artistic Career Program)***

Presentation

The admission policy **AACP** has as primary objective support students with high performance in sports/cultural, musical and academic performance, by adapting the educational curriculum to the needs of each student.

The attached document is prepared by the Sports Directorate with the objective that the General Directorate, Academic Directorates and BEST make the respective contributions and adjustments.

The project sports center of La Paz has in AACP, a tool to promote physical activity, high performance performance, and accompanied with an academic level of excellence. It is a significant value that will allow us to create conditions and opportunities for students who they are immersed in a highly competitive environment; through the practice of sport or cultural activity. This together with the constitution and consolidation of the **La Paz Sports Club**; a space to gather athletes from the area and project ourselves with the community.

AACP is governed by a committee called: **Student Athlete and Artist Support Committee**, made up of the General Directorate, Academic Directorates, Sports Directorate and BEST Coordination.

Athletic eligibility through a privileged learning program

We currently have the number of 10 students who have been recognized for the sports participation and is in the process of developing a **sports record that** supports the information of each one.

Of the responsibilities of the members of the Committee

Below are the main responsibilities of the members of the Student Athlete and Artist Support Committee in the joint objective of supporting the development of the dual career:

Director general	<ul style="list-style-type: none"> ● Authorize the implementation of the program in both locations. ● Approve the admission policy to the AACCP program.
sports director	<ul style="list-style-type: none"> ● Design the admission policy. ● Meet with families on behalf of the Student Athlete and Artist Support Committee to provide information and guidance in the admission process. ● Summon students to tournaments, matches or competitions.
Academic director	<ul style="list-style-type: none"> ● Approve and communicate to teachers the curricular adaptation and in the student's schedule.
BEST Coordinator	<ul style="list-style-type: none"> ● Provide academic and socio-emotional support to the student athlete or artist, seeking their inclusion and belonging in the La Paz learning community.
vocational guidance counselor	<ul style="list-style-type: none"> ● Provide information about universities and scholarship options that benefit the student's dual sports/artistic and educational career.

application requirements

Students who wish to be admitted to AACCP must meet the following requirements:

- belong to an institution Oacademia, that prepares them in the areathe discipline that corresponds.

- Signed and sealed letter from the association/committee/organization/federation stating that the student competes with them and the training schedule.
- Participate in high performance tournaments, competitions or presentations in which they demonstrate their ability and dexterity.
- Comply with a strict training program Practice.
- Put sporting values into practice peace.
- Demonstrate the qualities of members of the learning community drawing of La Paz: Inquirers, Informed and educated, critical, analytical, communicators, upright, de open-minded, supportive, balanced and thoughtful.
- Request a letter of recommendation from a teacher or coach for admission to the program.
- The training schedules accepted by the Institution vary according to the discipline and the age of the student.
 - **Soccer:** The team must belong to UNAFUT and LIASE since they are the most important soccer leagues in the country in hierarchical order.
 - **Dance:** minimum 5 days of training, 3 hours of training per day. Be part of COMPETITION TEAM of the academy.
 - **Swimming:** minimum 5 days of training, 3 hours of training per day and competitions. They must also be registered with the Costa Rican Federation of Aquatic Sports.
 - **Golf:** You must be with an academy affiliated with Anagolf and participate in the tournaments organized by this association.
 - **Music** (instruments or singing): minimum 5 days of training, 3 hours of training per day and being part of an ensemble (band or orchestra).
 - **Gym:** minimum 5 days of training, 2 hours of training per day and competitions.
 - **Riding:** minimum 4 days of training, 2 hours of training per day and competitions.

- **Triathlon:** minimum 5 days of training, 2 hours of training per day and national or international competitions.
- **Basketball:** minimum 4 days of training, 2 hours of training per day and competition in tournaments.
- **Tennis:** Minimum 5 days of training, 2 hours of training per day and competition in national and international tournaments.
- **Volleyball:** minimum 3 days of training, 2 hours of training per day and competition in tournaments.

Admission process

Students who want to join AACP should follow the following steps:

1. Meeting request

Parents and guardians meet with the representative of the Committed supporting **the student athlete and artist** to request information about the program and fill out the application form for admission. At this meeting, information is given on the admission requirements and the required documentation.

2. Committee deliberation

The Committee will analyze the documentation provided by the candidates and their families, as well as their academic performance and behavior.

In the event that the student has had a low academic performance due to his lack of interest, study, commitment and responsibility (no work in class, no presentation of tasks, no completion of projects), the Institution will suspend the benefits of the program to the student. .

3. Trial period

The student enters a trial period of one trimester, in which they must demonstrate compliance with the acquired academic agreement and fully comply with the responsibilities set forth in this policy.

4. Communication

If the student is admitted to AACCP, the Committee will be in charge of notifying parents, teachers and the rest of the educational community.

The committee informs the teachers of the student's admission to the Program and the date from which the agreement begins. It is clarified that admission to the program can only be requested once a year, the documents must be submitted before the start of each quarter and no more than 2 times during the time the student is part of the student community.

educational supports

- a) Due to the need for curricular adaptation and modification in the student's school schedule, the program offers various learning modalities: interdisciplinary projects, tutorials, asynchronous lessons through the Google virtual classroom, face-to-face lessons within the regular and extended hours.
- b) Replacement of lessons when students are absent to represent the Institution.
- c) Possibility of being absent from lessons as agreed between the student, parents and the Institution. This time must be used to carry out work, homework, studies and readings.
- d) Reschedule tests, exams or quiz. In case of being absent due to competition during evaluations (quiz or exam), a period of no more than 7 days is offered, once they have returned to the Institution from the competitions, for the student to prepare for said tests.

- e) Possibility of submitting tasks electronically or after returning from competition(s).
- f) Absence from the Institution to compete nationally and internationally.
- g) Justification of absences when the student has been out of the Institution due to competitions.
- h) Adaptation of schedules so that the student can comply in the best possible way with the academic curriculum and the discipline he practices.
- i) Vocational, social-emotional and college admission support. Strengthen the sense of belonging and inclusion.
- j) Accompaniment in the academic area by BEST.
- k) Redesign of the transcript (manual) since it could happen that teachers do not have enough academic evidence to evaluate student performance.

student responsibilities

- a) Communicate assertively and proactively with their teachers.
- b) Fully comply with academic agreements: delivery dates, assignments, asynchronous classes, attendance at tutorials, among others. Present all the necessary materials in each class.
- c) Comply with the assigned schedule.
- d) Pass all the subjects.
- e) Know and abide by the provisions of the [Student and Family Handbook](#).
- f) Participate in institutional activities with the appropriate attitude and disposition.
- g) Have flexibility to reschedule quizzes or exams after of the schedule lesson when necessary.
- h) Comply with the dates agreed with the teachers for the replacement of tasks, quizzes, projects or exams.
- i) Maintain an attitude of responsibility, respect, communication and collaboration with the institution and teachers of the respective subjects.

- j) Make the most of face-to-face class time through a proactive and committed attitude.
- k) Use the time of the lessons that are being granted to do homework, work, studies or catch up with the material of the corresponding classes. The student must be working in the library or in the designated area to work.
- l) Coordinate and control your own schedule through an agenda.
- m) Coordinate work with other colleagues through electronic means such as emails or Google Classroom.
- n) Consult directly with the teacher about assignments made during the period of absence.
- o) Submit, at least one week in advance, documentation of attendance at national or international tournaments.
- p) Represent the Institution when summoned in the discipline he practices.

projection into the future

- a) Assistance in the search and application for academic and sports scholarships.
- b) Provide a liaison service between possible university options and the support program for high-performance student athletes and artists.

Commitment to the family

- a) Fill out the application for admission to the program together with the candidate.
- b) Sign the contract once the student is admitted to AACPS.
- c) Present all the documentation requested by the Institution for the process of admission to the Program.
- d) Support and accept the decisions made by members of the Committed.
- e) Monitor student performance.
- f) Inform in writing about dates of participation in competitions as far in advance as possible, at least one week in advance.

- g) Justification of absences when the student has been out of the Institution due to competitions.
- h) Authorize the institution to use for photographs or student sports information by filling out the form found in the Handbook.
- i) Attend meetings when called.

Curricular and school schedule adaptation

The following are the guidelines for adapting the curriculum for students of AACCP that require it due to compliance of training schedules during school hours, or due to the demands of the discipline.

In the first instance, the student athlete will take all the assigned lessons in the regular schedule of his group.

- Those students who they practice his discipline more than 3 times during the week the number of lessons may be reassigned that requires.
- Lessons are reassigned from subjects that are not decisive for their discipline. For example: an athlete might not wear Movement since they play sports in their discipline. The one who is a musician, might not wear Art.
- If there is a need to reassign subjects, the complementary ones will be taken first: Movement, Arts, Technology, Electives.
- To student athletes who miss classes every school day due to training requirements Essay may be reassigned all complementary subjects. In the event that are assign these lessons to subjects in which the assigned teacher is not available (the teacher who gives the subject to the student does not have a space that matches the student) the student athlete will be assigned, attend mandatory tutorials, or the director The corresponding academician will look for a teacher from the department in question to support the student in the pending issues.
- The schedule settings and the adaptation The curriculum must be approved by the academic director of each campus, who will be in charge of communicating it and carrying it out. consent with the teachers.

Reason for requesting withdrawal from AACP

Students within the program may be withdrawn from it in case of breach of the admission contract (see annex) due to any of the following reasons:
following situations:

1. Failure to meet the established requirements of the Program.
2. Present unsportsmanlike conduct before, during, or after competitions or workouts.
3. In the event of non-compliance with the class schedule that was approved and assigned and incurring in the following conducts:
 - a. Walking through the Institution's facilities without the authorization of the respective professor.
 - b. Interrupting a teacher's lessons to clarify doubts about the subject. You can request assistance at breaks or help from other teachers who teach the same subject.
 - c. Interrupting a teacher's lessons to request to talk or do an assignment with another student.
 - d. be playing video game, in notice videos not related to academic topics in school time.
 - e. Be using social networks in school time.
4. Have a low academic performance when:
 - a. The student does not do the work given by the teacher.
 - b. It happens interrupting the learning and teaching process within the class.
 - c. Holds notes below 80 (3) during the quarter trial for the following reasons:
 - i. Not attending support tutorials after class.
 - ii. Bad attitude and poor performance during tutorials and classes.

- d. By postponing one of his subjects. In this case, even if the student goes to the call and passes the school year, the support of the Program will be withdrawn for the following year. The student can apply to re-enter the Program for the following quarter as long as they have demonstrated excellent academic, behavioral, and competing discipline performance.
- 5. Violation of the Student and Family Handbook. As a summary:
 - a. Verbal or physical attacks on other students or teachers.
 - b. Disrespect anyone both inside and outside the Institution.
 - c. Constant reports of indiscipline made by one or more teachers (three or more reports).
 - d. Disruptive behavior during school hours.
 - e. Being involved in one or more disciplinary processes.
 - f. Destruction of private property both inside and outside the Institution.
 - g. Attend the Institution with an incomplete or in poor condition uniform.
 - h. Behaving in an inappropriate manner during institutional activities.
 - i. Consumption of alcoholic beverages, smoking and other drugs.

AACP Termination

In case the student, the student's parents and guardians, or school, request the disassociation of the student of the Program that is withdrawn for failing to comply with any of the conditions stipulated in the programma, the student and parents and guardians commit to the following aspects:

- 1. The student agrees to:
 - a. Return to the lessons from which you were absent when you were a member of the program.
 - b. Continue with the schedule established before having belonged to the Program.

- c. Request parents and guardians to attend tutorials to level with the subject in cases that warrant it (referring to the subjects to which the student was absent).
 2. Parents agree to:
 - a. Coordinate private tutorials so that the student is leveled in the subjects that require it.
 - b. Assume the expenses of the student's leveling tutorials.

teacher responsibilities

The support and involvement of the faculty is essential for the successful implementation of AACCP, since the student athlete or artist could see their schedule modified and a curricular adaptation could be required. Teacher collaboration could involve the following:

1. Schedule academic work on the assigned institutional platform as far in advance as possible (at least one week).
2. Make up exams, papers or tasks to students when they are absent due to participation in their corresponding disciplines.
3. Coordinate with students the dates for the rescheduling of evaluations.
4. enable spaces to provide tutorials.
5. Provide time extensions for the delivery of work or split the delivery and evaluate progress.
6. Consider interdisciplinary projects for student assessment with technical support from BEST.

Attachment

Admission contract