

A STUDENT INFORMATION			
Student Name		Date	
Alberta Student Number	NGPS ID Number	Student Phone Number	
Student Email			
School		School Phone Number	
School Off Campus Teacher (NGPS Representative)		After Hours Phone	
School Off Campus Teacher Email			
Principal		After Hours Phone	
Principal Email			
Parent Name		Parent Phone Number	
Parent Email			
Address	Town	Province	Postal Code
Dual Credit Program			

B EDUCATIONAL PROVIDER INFORMATION			
Organization Name		Organization Phone Number	
Organization Dual Credit Liaison	Position	Contact Phone Number	
Organization Dual Credit Liaison Email			
Instructor/Professor	Department/Faculty	Instructor/Professor Phone Number	
Instructor/Professor Email			
Address	Town	Province	Postal Code

**The student named in "A" above agrees to be educated and the educational institution named in "B" above agrees to educate this student under the specified program/course. This student shall attend school and dual credit programming. The following terms and conditions of this Agreement hereto shall bind the parties pursuant to section 37 of the School Act.**

- 1) **PARTIES TO THE AGREEMENT:** The parties to the agreement shall be:
  - a) The student (with parental endorsement) named in "A" above
  - b) The educational provider named in "B" above
  - c) The Northern Gateway Public Schools (hereinafter referred to as "NGPS")
  - d) The student's parent or guardian (where such parent or guardian is a signatory to this agreement as the student is under 18 or a dependent).
- 2) **PERIOD OF AGREEMENT:** This agreement shall be in force from (DATE) to complete the following total period:
 

hours	days	weeks
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 (unless terminated before completion by one of the parties to the agreement by arrangement with the NGPS representative.)
- 3) **HOURS OF EDUCATION:** This agreement is applicable to dual credit education during the following times: any part of, or all of, Monday through Sunday, from 7:00 a.m. to 10:00 p.m., including agreed unpaid free time for lunch, on regularly scheduled school days, for no more than 8 hours per day.
- 4) **SUPERVISION:**
  - a) The direct supervision of the student educated under this contract shall be vested in NGPS.
  - b) NGPS reserves the right to maintain contact with the student and the educational provider in the dual credit program through the School Off Campus Teacher in order to assist in directing the educational aspects of this program.
- 5) **TRANSPORTATION:** To and from the educational provider facility, the arrangement of safe transportation (and subsequent appropriate insurance) is the responsibility of the student and his/her parents.
- 6) **EVALUATION:** The educational provider will report to the School Off Campus Teacher regarding the evaluation of the student. A final evaluation and all records created by the educational provider shall be forwarded to NGPS for placement in the official student record file with a copy provided to the student after the expiration of the work period.
- 7) **RELEASE AND DISCLAIMER:** In consideration of NGPS having arranged for Off Campus Education Programs of Study herein described, it is agreed that NGPS shall not be liable for any damage, injury or claim whatsoever arising out of any act or omission, of NGPS or any other party to this agreement. The undersigned student and parent(s) or guardian(s) specifically release NGPS and its agents and employees with respect to any and all such liability.
- 8) **INDEMNITY:** The undersigned student and parent(s) or guardian(s) agree to indemnify and save harmless NGPS and its agents and employees with respect to any expenses, costs, or liability whatsoever arising out of any damage or injury occurring in or in connection with the aforesaid education.
- 9) **INSURANCE:** The educational provider confirms that the student is covered in the same manner as other students under valid general liability and automobile insurance policies. If coverage under the educational provider's policy cannot be extended to the student due to the terms of the educational provider's policy of insurance, the educational provider shall immediately notify NGPS.
- 10) **FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:** The employer acknowledges that all records, as defined in Section 1(1)(q) of the FOIP Act, which are prepared for NGPS or otherwise provided to NGPS may be subject to the access and privacy provisions of the FOIP Act. The employer acknowledges that Section 86 of the FOIP Act specifies that a person who willfully destroys any records subject to the FOIP Act to evade a request for access to records is guilty of an offence and is liable for a fine of up to \$10,000. If you have any questions about this collection, please contact the School Off Campus Teacher.

DECLARATION		I have read the above and the reverse and hereby consent to the agreement.	
Student Signature		Education Provider Signature	
Parent/Guardian Signature		NGPS Representative Signature	

