

**GUIDELINES for Agreement Between
NORTH AMERICAN DIVISION and GRIGGS UNIVERSITY
for Secondary Programs in Schools without Senior Academy Status**

Approval: Schools desiring to utilize the APLE programs for offering 11th and 12 grades will:

Criteria:

- Have a minimum enrollment of at least three students in each grade requested.
- Subscribe to a minimum of three courses per year (either 11th and/or 12th grade courses).
- Ensure that graduating students will have taken at least three Griggs courses.
- Communicate with students/parents about the relationship of the school with Griggs, the accredited institution and issuer of official transcripts and diplomas.

Process: Seek approval prior to June 1 from the following entities:

- local school board
- local conference K-12 Board of Education
- union conference K-12 Board of Education
- NAD Office of Education

Program Support: To maintain an on-going program of appropriate quality the school, in cooperation with the local conference and union, will ensure that:

- All courses taught by on-campus teachers are approved by Griggs.
- All teachers of on-campus courses must hold current secondary endorsement in the subject areas taught.
- Respond in a timely manner to requests for information or the completion of reports from Griggs, the union, and/or local conference.
- Cooperate with biennial on-site visits, beginning in the first year of operation, and as subsequently scheduled by the NAD Office of education.
- Annually respond in writing to all recommendations from the biennial visiting committee and submit the report to the local conference and union K-12 boards of education.