

AMERICAN SCHOOL OF LEADERSHIP CATALOG



AMERICAN SCHOOL OF LEADERSHIP

A m e r i c a n H i g h S c h o o l



AMERICAN HIGH SCHOOL

ASL High School Diploma Program

*We strive to become the catalyst of change for every student we serve. "Our **MISSION** is to provide a caring and attentive online learning environment. ASL will continue to utilize educationally proven techniques to help our students become the successful leaders of tomorrow."*



Recognized High School Diploma -ASL is a long-time partner of the [American University of Leadership](#) which accepts our graduates.

Many Students Choose ASL because they...

- Can study anytime, anywhere, at their own pace.
- Want more than just a General Education Diploma (GED).
- Want to attend a private world-class college prep high school with an international reputation.
- Need to make up credits but the job, life or other things prevent them from going to school.
- Desire to be a part of a school that cares about success.
- Want online courses guided by professional instructors trained to help them succeed.
- Are serious about catching up in their lives
- Wish to continue to college at some point.
- Are seeking better job opportunities.
- Are 14 and over and need to make up credits.
- Want to attend an affordable high school.
- Need to get on with their lives.

Director's Message



Message from the Director...

Life takes many turns for some of us and often leads to falling behind on our plans. When this happens, your next few decisions are crucial and will make an everlasting impression in your life. Often, without a high school diploma, many doors are closed and your future can look very bleak and you feel frustrated. Also, jobs that you know you could do are often not available to you because you are missing a High School Diploma. It's a never ending phase of dead-end jobs and long hours. Sometimes you feel that you are always going to be struggling just to get ahead. While you know what you need to get out of this problem, you just don't have the time to make it happen. At American School of Leadership (ASL), we understand your dilemma; you cannot leave your job to go to school but you need more schooling to get out of your job. As an expert in the field of education for over 25 years, I know my programs can help you. Even if you have been out of school for a long time or feel that you are not a school person. I can help you begin your journey. – Dr. JL Otero

ASL's Five RULES OF SUCCESS!!!

1. Make a five year plan (include getting your High School Diploma)
2. Plan after the Diploma; whether it be college or a career certification
3. Take the first step towards beginning your plan (contact us)
4. Make a commitment to yourself that today is the beginning of a great future!
5. Never, Ever lose sight of your future plans!

Our goal is to help you succeed; contact us to discuss your future today!!!

About Us

We strive to become the catalyst of change for every student we serve. "Our MISSION is to provide a caring and attentive online learning environment. ASL will continue to utilize educationally proven techniques to help our students become the successful leaders of tomorrow."

"At ASL, we challenge you to become part of today's workforce by preparing yourself the same way your global competitors do" - *Director, ASL*

Since 2010, ASL helps students obtain a quality education using our International and global perspective and relentless pursuit of quality instruction. Our research keeps our instructors updated and our classes exciting. With our memberships in organizations like CPALMS, ALS stays competitive. We are also Registered with the Florida Department of State and Registered as a Private School with the Florida Department of Education's School Choice Program. The American School of Leadership is also a member in good standing with the United States Distance Learning Association.

We are serious about our memberships and resources because our online classrooms reach worldwide audiences and encompass experiences only available with our quality instructors and international know-how.

The philosophy of ASL is quite simple, we encourage our students to become global thinkers and maintain International awareness of the economy and opportunities.

We know that in order to succeed in today's multi-faceted financial workforce, our students will need more than a local view of the world.

Accreditation

American School of Leadership is **Regionally Accredited by SACS-CASI**, a division of AdvancED. This is the highest recognition that can be awarded an American High School that is accepted by the U.S. Department of Education.

"Having earned such an award, means our graduates can enjoy the peace of mind knowing their diploma and credits can be transferred to any Regionally Accredited Institution Nationwide. Additionally, their transcripts are accepted by all institutions as ASL is officially listed as a quality and credentialed school."

ASL

Admission To The School

Getting Started

1. Motivation : ASL recognizes that intellectual ability alone does not necessarily make a good student. Interest and motivation often may be the determining factors of a student's performance. We encourage students to bring their special qualities to the school, such as leadership ability, diversity and non-academic talents. All these factors should be used to help the parent and student determine if ASL is the optimal setting for the student to learn. We are here to help you succeed!

2. Parent/Guardian Involvement : ASL believes that the learning environment for a student is most successful when there is a partnership among student, parents and school. Furthermore, the nature of ASL requires substantial parent involvement and supervision.

3. Diversity : ASL values diversity within the student body and staff. ASL does not discriminate in admissions, retention or academic program on the basis of gender, creed, age, race, disability, marital status, sexual orientation, color, national origin, religion, public assistance status or any other protected class status defined by local, state or federal law.

4. Registration materials : Applicants for full-time status may be admitted after completion of registration forms all other supporting documents, including prior school records and initial payment. Phone or face-to-face interviews may also be expected. Part-time applicants may be admitted upon completion of this application and initial payment.

Admission Procedures

1. Thoroughly complete the Online Registration Form.
2. Deliver the completed School Records Release Form to the student's current school and request that a copy of the student's records for the past two years be sent to ASL as soon as student placement is determined.
3. When ASL has received the above application materials; the applicant's file is complete. At the grade levels where space is available, the counseling and admissions office will call candidates to schedule informational interviews in the order in which their registrations were submitted.
4. Once course selection and payment arrangements are finalized, students will be assigned an instructor and provided with course access.

Policies and Procedures

Withdrawal

Before withdrawing from a course or a program, a student should confer with an Academic Advisor and the Business Office to discuss the process for proper withdrawal. Failure to follow these procedures may result in a failing grade in the course. Students who follow the policy to withdraw will receive a grade of “W” (withdrawn).

Plagiarism and Dishonesty Policy

American School of Leadership considers academic honesty to be one of its highest values. Students are expected to be the sole authors of their work. Use of another person’s work or ideas must be accompanied by specific citations and references.

On joining the school’s academic community, students are expected to embrace the tenets of liberal learning – critical thinking, intellectual exploration, and academic honesty. Academic dishonesty, cheating, plagiarism, and other violations of academic integrity are causes for suspension or expulsion from the school.

Each incident will be reported in writing from the instructor to the administration, and may result in the following sanctions:

First time: 10 weeks Suspension

Second Time: Dismissal from the School.

The administration office maintains a database of all offenses, including plagiarism, and a file of all charges.

Academic Dishonesty Appeals Procedures

Step 1: Within 10 days following notification of action for academic dishonesty, a student who wishes to appeal must first contact the faculty member of the class in which the incident occurred. The student should explain their reasoning for reconsideration. If the faculty member and the student agree to a resolution, the faculty member notifies the administration.

Step 2: If the problem has not been resolved and the student wishes to pursue the appeal, the student must complete and send the Academic Appeal Form to the Dean’s office. The Dean will review the documentation and share his decision with the student and faculty.

Grade Appeals Procedures

A student who alleges unfair grading practices for an assignment or course must first communicate with the faculty member of the class within 10 days of grades being posted online. The burden of proof is on the student and the student shall provide evidence that unfair grading practices occurred. If the faculty member and the student agree to a resolution, the faculty member corrects the grade or the grade stands. If the problem has not been resolved and the student wishes to continue with an appeal, the student will send the Academic Appeal Form to the Dean’s Office within 10 days of the decision by the faculty member. The dean will review the student’s appeal, check with the professor and make a ruling.

Graduation and Commencement

Only students who have satisfactorily completed all academic and financial requirements in the program will be considered for graduation. The School holds its annual commencement end of June. Students, who fulfill graduate requirements before June are invited and encouraged to participate in the annual commencement. The graduation date on a student's diploma is always the date that the School approves his or her graduation.

Student Records Policy

In order for American School of Leadership to be in accordance with state statutes and The Family Education Rights and Privacy Act (FERPA), we will not release information concerning our students. We maintain student records in our administrative offices located at our listed address in Orlando.

Exceptions to the release of records, grades, or status are made with written permission from the student's parents/guardians if a student is under 18 years of age or with the written permission from a student if the student is 18 years of age or older.

Grade Equivalents Policy

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 65 - 69

Student must score over a 65 to be considered passing.

Privacy Policy

American School of Leadership will never release personal student information to third parties without the student's and/or parent's written consent.

American School of Leadership will always maintain a policy of not selling its mailing lists of current or prospective students.

Refund Policy

To receive a 100% refund of the refundable fees, students must drop from a course or all courses before the last day of the Drop/Add period as listed in the credit class schedule.

If you withdraw from a class after the Add/Drop period but before the withdrawal deadline, you will receive a grade of "W" and will not be entitled to a refund of fees.

If you withdraw from a course after the withdrawal deadline, you will be issued a grade of "W", and a refund will not be granted.

If you have received financial aid, or if your fees were paid by an approved agency, you might be entitled to a refund after proper credits are first issued to the awarding agency. Refund policies are established by and subject to change by the Legislature of the State of Florida.

For refund purposes, the first day of classes is the one designated "Classes Begin" as published in the class schedule, and does not refer to the first scheduled class day for any particular student.

Curriculum Description

Curriculum

ASL possesses a centrally managed, Common Core Standards based curriculum with objectives and outcomes that are carefully defined. Individual instructors then have the responsibility to expand and enhance the basic curriculum by augmenting it with current resources and practices. The curriculum is under continual content and quality review.

Academic Classes

Courses at American School of Leadership are offered in Math, Science, Literature, Composition and Social Studies. Additionally, we offer special Career courses in Preparatory Business and Computer Science. However, students are required to complete general education requirements that are described in greater detail in the programs section.

School E-Library

To accommodate student and faculty needs, American School of Leadership offers its library services online. This online distribution of information is well suited to the needs of today's "knowledge workers" and offers a functional version of the types of information systems our students and faculty will be expected to use throughout their careers.

The E-Library with its collection of databases is available to all students and faculty, at any time and from virtually any location where an Internet connection is available through a safe and secure password protected login.

The electronic libraries provide students with the required level resources. ASL has partnered with the Library and Information Resources Network, which meets all the above descriptions.

Definition of a Unit of Credit

ASL courses are credit-based and are awarded on an end of course assessment and program outcomes. The school measures its programs in semester credit hours. Each student is awarded 1 credit hour per course with the exception of 2 history classes.

Mathematics

Algebra I: Two-semester course that solidifies topics such as real numbers and probability, provides an in-depth coverage of writing, solving and graphing equations and inequalities, functions and their graphs, graphing linear, exponential and quadratic equations, solving systems of equations and inequalities, quadratic equations and functions, radical and rational expressions and equations, and graphing translations, including rotations, dilations, and reflections.

Algebra II: Two-semester course that covers advanced algebraic concepts such as trigonometry, statistical analysis, and permutations and sequences and series. Students learn to manipulate and use matrices in various formats to determine data relationships. Functions are given center stage in this course, delving into function types such as polynomial, logarithmic, quadratic, exponential and rational and periodic. Upon completion, students will have the necessary and vital skills needed to experience success in state standardized tests and national exit exams.

Geometry: Two-semester hands-on and lecture-based course that features an introduction to geometry, including reasoning and proof and basic constructions. Students are taught how to organize and meld geometrical and algebraic concepts through writing, analyzing and using proofs. An in-depth coverage of triangle relationships (similarity and congruency) and quadrilaterals enables a student to further hone such concepts as surface area and volume, circles and transformations. Trigonometry is given due credit with topics including tangent ratios and the Laws of Sine and Cosine. Students are introduced to specific geometry topics, such as Golden Connections, Taxicab Geometry, Fractals and Topology.

Pre-Calculus: Two-semester course with explores in great detail the relationship that exists between advanced algebra topics and trigonometry objectives. An exploration into the nature of graphs (including the twelve basic functions) is provided along with nonlinear systems, polynomial and rational functions. Logarithmic knowledge and application is developed. A large portion of the class focuses on trigonometric graphs and identities. Other topics include vectors, parametric equations and sequences and series. The students are introduced into the world of calculus, by exploring topics of limits, continuity, derivatives and the Fundamental Theorem of Calculus.

Science

Biology: This two-semester course covers an in-depth view of biological science concepts. A brief section of biochemistry leads into an overview of ecology and the interactions of the environment and populations of living organisms. A comprehensive section on cellular biology and genetics exposes students to biology on a small scale that leads to the theory of evolution and the history of life on earth. The remainder of the course explores the complexity and variety of life on earth with sections devoted to simple organisms, plants, invertebrates and vertebrates as well as human biology.

Chemistry: Designed as a two-semester, this course covers the foundation for the composition, structure and reactions of matter. Beginning with the discussion of scientific measurements, and general properties of matter, a good deal of the course covers the structures of the atoms, the periodic table, types of bonds and equations. Other topics involve students in states of matter, reactions and the energy involved in chemical change. Sections on organic chemistry are also included as well as a brief overview of nuclear chemistry. This course requires students to have a solid foundation in math as calculations and conversions are basic components of chemistry.

Physics: This course provides the foundation for an understanding of the laws that govern the concepts of motion and energy. This course relies on the use of mathematics to represent and illustrate different phenomena, so students need to have a strong math background to be successful. Major themes on this course include mechanics, states of matter, waves and light, energy and magnetism and modern physics.

English Language Arts

ENGLISH 1 + 2: Two-semester course that focuses on a variety of text: literary, expository, and informational. Each unit in the course contains different lessons: Skills, Literary/Expository, Informational, Communication, Grammar, and Writing lessons. This course covers literary skills such as Plot – flashback and foreshadowing, Setting – time and sequence, Characterization - dialogue, Theme – universal theme, Style – figurative language, and Narrator – different types. Units include topics: Literary Analysis-Poetry; Autobiographies, Essays and Personal Accounts; and World Literature, theme is origin myths. Students also learn classics such as Homer's The Odyssey and William

Shakespeare's The Tragedy of Romeo and Juliet. Informational Text reading skills are taught using consumer, workplace, technical, and public documents. Writing Lessons cover The Writing Process and also include a Research Workshop. Essay topics in the course include Business Letter, Research Paper, Literary Analysis Essay, Persuasive Essay, and Personal Narrative Essay.

ENGLISH 3 + 4: Two-semester Literature based course. The course is organized by chronological time period that includes: Anglo-Saxon and Old English Period: 449-1066; The Medieval Period: 1066-1485; The Renaissance 1485-1660; 17th & 18th Centuries (Restoration & Enlightenment): 1660-1798; Romantic Period 1798-1832; Victorian Period: 1832-1901; and Modern Period: 1901-1950. Each unit contains an introduction to the time period using a timeline and background lecture that discusses the philosophical, political, religious, ethical, and social influences of each time period. Authors represented include Homer, Chaucer, Boccaccio, William Shakespeare, Francesco Petrararch, Mary Wollstonecraft, Queen Elizabeth I, Percy Bysshe Shelley, Elizabeth Barret Browning, Robert Browning, and Virginia Woolf. The course contains also contains a World Literature unit with stories from India, Europe, China, and Spain. The course also includes Informational Lessons, Communication lessons, Grammar Lessons, and Writing Lessons

Social studies

World History: Designed as a two-semester course, in which World History is presented to students as an integrated study of the political, economic, and social aspects of history. Topics covered include pre-history, the Nile and the Fertile Crescent, the Indus Valley, China's ancient civilizations, early American civilizations, Greece and Rome, the Middle Ages, the Crusades, African civilizations, East Asia, Renaissance and Reformation, the Global Age, Absolutism, Enlightenment and revolution, The Industrial Age, The Age of Revolutions, industrial nationalism, the New Imperialism, World War I and its aftermath, Fascism and dictatorship, the holocaust and World War II, origins of the Cold War, and conflict and cooperation in the modern world.

U.S. History: Designed as a two-semester course, providing students with a concrete understanding of the timelines associated with the birth of the United States and its historic figures. The course is also designed to engage the student in understanding the complex events in history that occurred and that lead to the current political position of the country.

U.S. Government: Designed as a one-semester high school course, students will examine all facets of American government from its formation to its present-day role as a global power. Topics discussed include: The foundations of American government, participating in government, the legislative branch, the executive branch, the judicial branch, civil liberties and law, state and local government, and global, political, and economic systems.

Economics I: Designed as a one-semester course, students will analyze the aspects of both the current American economy and the global economy as a systematic entity. The primary topics summarized in this course include the primary principles of economics, aspects of microeconomics, business and labor, monetary principles and banking, fundamentals of macroeconomics, government and its role in the economy, and conventions of current global economies.

Each student is assigned an academic advisor to assist with course planning and continuing educational needs and planning.

Your academic advisor will also assist with assessment and communication requirements with other schools. If you or your child is completing a credit make-up class at ASL, you can be sure we will communicate with your school's counseling services to be sure you get the proper make-up course. Advisors are readily available for student and parent support.

Technical Support services are available to assist new students or trouble-shoot any High School Information System (HSIS) related technical issues. Our online learning platform is SCORM compliant and works with most operating systems including mobile devices.

ASL School Calendar



American School of Leadership follows the school calendar of Orange County Public Schools (OCPS), located in Orlando, Florida, U.S.A. For up-to-date information on the latest holidays, non-student days and testing events goto <https://www.ocps.net/pages/schoolcalendar.aspx>

Our Programs



P1. Regular High School Program

Student enters without any High Schools Credits and completes a full academic program.

Conferring of the High School Diploma will be awarded when the student has passed all exams, completed the required amount of credits and met their financial obligation to ASL.

Full or Part Time - Grades 9-12

High School students under 18-years of age need parent/guardian approval. Students may take up to six courses per semester. Please review program requirements for more information.

P2. Enrichment Courses

ASL offers many exciting comprehensive courses for core or elective credit requirements toward high school graduation.

These courses are perfect for high school students who would like to enhance their transcript with additional credits while preparing for college.

Full or Part Time - Grades 9-12

High School students under 18-years of age need parent/guardian approval. Students may take up to six courses per semester. Please review program requirements for more information.

P3. Credit Transfer Program

Transfer your credits to American School of Leadership and finish the state required program to receive your High School diploma!

All transcripts are carefully reviewed by our staff to ensure that all transferring students are eligible. Students needing additional credits can take them through ASL to meet our graduation requirements.

Conferring of the High School Diploma will be awarded when the student has passed all exams, completed the required amount of credits and met their financial obligation to ASL.

Full or Part Time - Grades 9-12

High School students under 18-years of age need parent/guardian approval. Students may take up to six courses per semester. Please review program requirements for more information.

P4. GED Prep Course

The GED consists of five multiple-choice tests plus an essay requirement. The five subject areas covered are Language Arts, Social Studies, Science, Reading, and Mathematics.

Each area covers the material that high school students learn during that particular course of study. Our GED prep course will help students prepare for both the GED and HSED. Physical classes start every semester while online classes begin every 4-weeks.

High School students under 18-years of age need parent/guardian approval. Please review program requirements for more information.

P5. ASL College Prep

Student must pre-test for proficiency in 11 thru 12 grade Core subject areas (Math, Social Science, Science and English).

Students will be given access to our prep resources to study or learn the concepts they scored as deficient in their pre-test (your advisor will guide you through this process).

You will receive a exams after each course.

Once a passing score is achieved in all assigned subject areas, you will take the final graduation exam.

Conferring of the High School Diploma will be awarded when the student has passed all exams, completed the required amount of credits and met their financial obligation to ASL.

Upon confirmation of graduation, you will receive a copy of your transcript and Diploma.

Your advisor will help you fill out your college application to American University of Leadership (AUL), an Accredited U.S. university with exciting programs. Your ASL diploma guarantees your acceptance

Program Requirements

**Conferring of the High School Diploma will be awarded when the student has passed all exams, completed the required amount of credits and met their financial obligation to ASL.*

Program 1 Regular High School 24cr	Program 2 Enrichment Courses
Dual Enrollment = No	Dual Enrollment = Yes
Language Req = No	Language Req = No
Arts Req = Yes	Arts Req = no
Phys Ed Req = Yes	Phys Ed Req = no
Core Credits = 16	Core Credits = n/a
Elective Credit = 8	Elective Credit = n/a
Transfer Credits = 0	Transfer Credits = 0
Full or Part Time = Yes	Full or Part Time = Yes
Time to Complete = 2 to 3 years	Time to Complete = 1 Sem
Diploma Awarded = Yes*	Diploma Awarded = No
Program 3 Credits Transfer Program 24cr	Program 4 GED Prep Course
Dual Enrollment = No	Dual Enrollment = n/a
Language Req = No	Language Req = No
Arts Req = Yes	Arts Req = no
Phys Ed Req = Yes	Phys Ed Req = no
Core Credits = 16	Core Credits = n/a
Elective Credit = 8	Elective Credit = n/a
Transfer Credits = Up to 20	Transfer Credits = 0
Full or Part Time = Yes	Full or Part Time = Yes
Time to Complete = 1 Sem to 2.5 years	Time to Complete = 1 Sem
Diploma Awarded = Yes*	Diploma Awarded = No

Program 5 ASL College Prep 18cr

Dual Enrollment = No

Language Req = Yes

Arts Req = No

Phys Ed Req = No

Core Credits = 16

Elective Credit = 2

Transfer Credits = Min 6 Max 14

Full or Part Time = Yes

Time to Complete = 1 Sem - 1 year

Diploma Awarded = Yes*

ASL

Tuition and Fees

Tuition

Programs	Tuition
9 th – 11 th Grade	\$ 5 400/Year
12 th Grade	\$ 6 500/Year

Fees

Application / Registration	\$150
Reinstatement	\$ 30
Change-of-Program	\$ 30
Returned Check	\$100
Replacement Transcript* Official	\$ 10
Student Copy	\$ 5
*Please add Postal Charges to Total Price	
Replacement Diploma*	\$100
Postal charges : National	\$ 30
International	\$200

Continuing Your Education

What's Your Next Move? – Call Us - We'll help you get there!

ASL does not guarantee acceptance into all universities. Please check with your institution before applying to ASL, as transfer credential acceptance is subject to the policies of the receiving institutions.

One of the lessons we have learned in this economy is that we must continue to develop our talents in order for us to remain valuable in the workforce. Whether you are considering going directly into the workforce or are thinking of upgrading your college degree, ASL can help.

Through our courses we can help you obtain the necessary skills needed to prep for college entry exams or specific career certifications. However, we believe our courses contain rigor and relevance and will better prepare you for your next move.

Upon confirmation of graduation, your advisor will help you fill out your college application to American University of Leadership (AUL), an Accredited U.S. university with exciting programs. Your ASL diploma guarantees your acceptance to AUL.

Scholarships

When you graduate from ASL High School, you are automatically accepted into American University of Leadership and its worldwide partners with a partial scholarship. This means you can skip the cost of both the entrance exam and application process. Simply enroll and begin your undergraduate education.

To be eligible for this scholarship, you must be enrolled full time, successfully complete your program and have received the ASL diploma. Failure to maintain continuous enrollment will result in loss of scholarship. The scholarship cannot be combined with any other offers, scholarships, and promotions, discounts, or savings programs.

American School of Leadership

"Tomorrow's Education for Today's Global Learner"



**Don't Take-on the World
Unprepared!**

Call or Email us Today!

Ph: 407-745-1700

info@americanhigh.us

**It's Time to Get Your
Diploma!!!**