Registration Process

The process for becoming a part of t.Lab

1. Go to www.tlab-global.com

2. Select the Admission tab and scroll down to Application, Forms, and Documents and select "students register for t.Lab" Complete the Student Application.

3. Select the Admission tab and scroll down to Application, Forms, and Documents and select "Click on the Parental Consent Form. Print, review, sign, and return to T.LAB, via fax at 888 327-3387 or email at tlab@tlab-global.com.

4. Select the Admission tab and scroll down to Application, Forms, and Documents and select "Click on process payment online via PayPal or Credit Card. Make a $150 for the initial assessment and orientation session.

5. The t.Lab Administrator will contact you within 24 hours to schedule an assessment and orientation session.

6. Parents are expected to obtain and submit a letter of reference for their student(s). The letter of reference should come from a teacher or administrator at student's. The reference letter should be sent to: tlab@tlab-global.com. As well, if the student participates in organized sports, a letter of recommendation is required from their coach.

7. Next, students will complete assessment tests to validate academic performance levels and technology skills capability. These tests will be administered by t.Lab.

8. Parents will complete leadership assessment tests for students and post 2 years of grades using the t.Lab Student Management System (or SMS).

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9. Upon completion of the assessments (including assessments completed by parents), parent(s) will receive the student's proposed individual learning plan.

10. As well, parent(s) and student collaborate to create the student's Academic Regimen using input defined in the Learning Plan. The Academic Regimen is used by students and parents to conduct the Parent Weekly Review Meeting.

11. Upon receipt of the revised Academic Regimen, t.Lab completes the assessment and determines if the student is accepted in to the program on a probationary status.

12. If the student is accepted into the program, t.Lab assigns resources and support staff to assist students with successfully completing learning plan objectives. This would include tutors, coaches, and mentors.

13. Finally, the parent(s) are required to complete a leadership development plan for their child. Tools to complete leadership plans are provided to Parents by t.Lab.

14. Parents are expected to make the initial monthly service payment fees, including one month of payment in advance.

15. Acceptance into t.Lab is on a probationary status, parent(s) and student are expected to complete: 1) Detailed Systems Orientation; and 2) Study Skills Training (student only). The Study Skills training is provided at $100 for four sessions and an additional $25 for training materials. Parents are not expected to participate in Study Skills Training.

16. Students and Parents are expected to execute activities including; Learning Plan, Academic Regimen, Weekly Review Meeting, Parent University, and Leadership Training.

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17. t.Lab conducts quarterly student performance evaluation. This meeting is used to determine the following:

    a. If the student meets t.Lab performance requirements.

    b. If the student will remain in t.Lab on a regular student status basis.

For additional information on these matters, please refer to the specific processes located on the T.LAB Website under the Content Delivery tab.

Service fees to participate in T.LAB are:

Assessment & Learning Plan: $150

<u>Student Skills Training</u>: 4 Sessions $100.00; and 2) Material Fee: $25.00

The monthly service fees to participate in t.Lab are:

Kindergarten – 5th : $149 per month

Grade 6th through 8th: $199 per month

Grade 9th – 12th: $249 per month

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