

# Texas Tech Summer Online Spanish (SOS) – The HP Program Contract

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Student Phone Number: \_\_\_\_\_

Parent Phone Number: \_\_\_\_\_

Texas Tech Username: \_\_\_\_\_

Texas Tech Password: \_\_\_\_\_

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## The HP Program Expectations

This contract outlines the expectations for students enrolled in the **SOS Program** facilitated by The HP Program. By signing below, students and parents agree to follow the guidelines to ensure successful completion of the course.

## Office Hours & Flexibility

- The instructor will be available **Monday–Thursday**  
**Spanish I & II from 10:30 AM – 12:00 PM**  
**Spanish III from 12:00 PM – 1:30 PM**
- During these hours, students have the flexibility to:
  - Work **in the office** for support and guidance, **or**
  - Work **remotely from home** to complete assignments

This flexibility is designed to help students manage their time effectively during the summer while still staying on track.

## Required In-Person Dates

Students are required to be present in the office on the following dates. All dates are Tuesday except for the first day on June 1 (Monday).

- **June:** 1, 9, 16, 23
- **July:** 7, 14, 21, 28

On these days, students are expected to:

- Take exams **and/or**
- Complete speaking audio recordings

If a student is not prepared, Ms Garcia or TTU instructor may require attendance on an additional date.

## Course Requirements

- **Exams** must be completed **in person at The Program site**, as they are monitored online.
- **Speaking audios** may be recorded **at home** unless otherwise instructed.
- Students must stay on pace and complete assignments in a timely manner.

## Progress Monitoring

- Students are required to provide their **Texas Tech username and password** so the instructor can monitor progress.
- The instructor will regularly check assignments, grades, and completion.

## Communication

- Students must provide a **working phone number**.
- A **parent/guardian contact number** is also required in case the student cannot be reached.
- The instructor will contact students regarding:
  - Missing assignments
  - Required submissions (speaking/writing)
  - Progress updates

## Student Agreement

I understand the expectations of the Texas Tech Spanish (SOS) Online Summer Course facilitated by The HP Program and agree to follow all guidelines, attend required dates, and complete all coursework.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_