TandemEDU

Reimagining High School

Program Tenets

2026–2027

Administrative Office:
282 Poplar Trail
Dawsonville, GA 30534
(770) 888-1717
www.tandemedu.org

Table of Contents

Introduction Section 3
Letter from Founders 3
Identification Section 4
Statement of Purpose 4
Statement of Faith 4
Admission Guidelines 5
Teacher/Facilitator/Hostess Guidelines 5
Policies Section 5
Admission 5
Placement/Assessment Testing 6
Background 6
Assessment for Placement in GHY 213-Intro to Geography at UTF 6
Assessment for Placement in ENG 113-Freshman Composition at the University of Toccoa Falls 6
Assessment for Placement in the TandemEDU Algebra II High School Class 6
Assessment for Placement in MAT 133 at UTF 7
Assessment Retesting 7
Accountability 7
Partner Accountability 7
Accountability Fees 8
Homework Policy 8
Attendance Policy 8
Excessive Absences 8
Makeup Work 9
Tardiness 9
Communication Policy 9
Technology Policy 9
Student Expectations 9
Student Conduct Policy 9
Academic Honesty Policy 10
Student Discipline Policy 10
Student Personal Appearance Standards 11
Health and Safety Policy 12
TandemEDU Child Protection Policy 12
Distribution and Consumption of Medication 12
Student Illness 12
Transportation Policy 12
Inclement Weather 12
Textbook Selection 13
Records Release 13
Student Accessibility 13
Program Accreditation 13
Valedictorian/Salutatorian Selection Criteria 13

Introduction Section

Letter from Founders

What a privilege we have at TandemEDU to serve the Lord Jesus Christ through being part of Christian education! We believe the opportunity to be part of offering a quality high school education to teens based upon a Biblical foundation within a Christian environment is the most rewarding ministry we could be associated with today. We want to thank you for allowing us to be an essential part of your family's life and your teen's future.

We believe parents, teachers, and facilitators, as a Christ-centered team, can accomplish great things for our teens that will impact His kingdom here on earth. Together, as partners, we can lead our youth in a growth process that will help them stand firm upon God's Word throughout their lives while achieving academic excellence. As teenagers mature, their decisions will reflect what God wants and not what the world would have them do.

Our prayer is that our teens will see the parents, teachers, and facilitators--working in tandem--focused on God's commandments and values as we impress those upon their hearts. As our spiritually maturing, well-qualified teachers and facilitators strive to give the best possible education to our children, we will always be seeking His will and direction to develop TandemEDU into the best that we can be for the Lord.

We hope that TandemEDU will not only meet the academic needs but also the social needs of our teens. For us to accomplish this, we need parents coming alongside us and using their time and talent in service to God by organizing events, activities, and trips outside of regularly scheduled class time.

Working cooperatively, as we start this Spirit-led adventure of educating teens in a Christian cooperative setting, we covet your daily prayers for your teen, his/her teachers/facilitators, the college professors, and the TandemEDU support team. Without the power of prayer reaching up to the Almighty God of the universe, we cannot make a God-sized difference. With prayer and by the grace of God, we can deliver a Christian education that will impact you, your teen, and the world for Jesus.

In Christian Service,

Tom and Christine Torre

TandemEDU Founders

Identification Section

Statement of Purpose

The educational philosophy of TandemEDU is based on the Bible as the sole authority of the contents of our curriculum, for evaluating truth, for determining practices, and as the basis of our faith. The purpose of Christian education is to glorify God by teaching children about God, His laws, and His love. Our goal is to teach a Biblical Worldview and to train teens for a life of service to Him for His glory.

Mission Statement

To partner with Christian parents to academically, socially, and spiritually prepare the next generation of servant leaders who will use their God-given talents to impact the community, the nation, and the world.

Statement of Faith

We believe that God is one in essence, but that He exists in three distinct and equal persons - Father, Son, and Holy Spirit - and that these three have precisely the same attributes, nature, and perfection.

We believe that the Bible is God's unique, authoritative revelation to man. We believe that the Scriptures are inspired and that both inspiration and inerrancy extend to every part of the writings as they come from God.

We believe in God as the absolute and sole Creator of the universe, and that creation was by divine plan, not by the evolutionary process.

We believe that marriage is a holy covenant between one man and one woman ordained by God for the purpose of raising the next generation of Godly offspring to worship Him.

We believe that man is born in sin that he needs justification and redemption, and that sin is universal and without excuse.

We believe that God sent Jesus Christ into the world to save sinners, that man is justified before God by placing trust in Jesus Christ as Lord, and that there is no way of salvation other than through Jesus Christ.

We believe that Jesus Christ is both God and man, that His death was sufficient to redeem anyone who believes in Him, that He rose from the dead bodily, that He ascended to the right hand of God the Father, and that He will return to the earth bodily and visibly.

Admission Guidelines

Combining Georgia high school guidelines and college degree requirements, we have created a unique Tandem Education that offers students the opportunity to earn both a high school diploma and significant college credit during four years of high school. Students who wholeheartedly apply themselves and "study to show [themselves] approved by God" (2 Timothy 2:15) will have the highest potential for academic and spiritual success in the program. Admission guidelines are as follows:

1. Students primarily will be accepted who are already Christian or those who have at least one custodial Christian parent and/or guardian.
2. At least one or both parents/guardians must fully agree with and strive to live by the TandemEDU Statement of Faith.
3. The TandemEDU Administrator determines admittance into the program.
4. It must be understood that attendance at TandemEDU and the ability to pursue college early is a privilege and not a right and cannot be purchased. This privilege may be forfeited by any student and/or parent who does not conform to the program's standard of conduct and/or who is unwilling to adjust to the environment.
5. TandemEDU admits students of any race, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students in the program. It is non-discriminatory in its policies and practices.
6. TandemEDU reserves the right to select students based on religious commitment, academic performance or readiness, lifestyle choices, service capabilities, and a willingness to cooperate with TandemEDU administration and policies.
7. Students must maintain at least a 2.5 college GPA to remain in the program.

Teacher/Facilitator/Hostess Guidelines

TandemEDU is seeking qualified parents as teachers for high school-level courses and facilitators for college-level courses. A parent teaching a 32-week high school class will receive an accountability fee reduction for one student. A parent facilitating an eight-week college course will receive an accountability fee reduction for one student. The fee reduction does not apply to the registration fee, book fees, or summer fees.

TandemEDU is seeking qualified parents as alliance hosts at locations around the state. A parent serving as a hostess will receive an accountability fee reduction for one student. The fee reduction does not apply to the registration fee, book fees, or summer fees.

Policies Section

Admission

TandemEDU accepts high school students upon completion of registration requirements and availability based on student numbers. These requirements may include readiness and/or achievement tests and a review of the student's previous records.

1. The following forms must be completed and received by TandemEDU:
   ___Online Application with the non-refundable registration fee
   ___Signed Statement of Faith
   ___Signed Accountability Agreement
   ___Applicable State of Georgia dual enrollment documents

2. At the request of our higher education partner, the University of Toccoa Falls, the student must be 14 years old prior to beginning college classes.
3. When the application file is complete, the administrator will contact the parent to schedule all necessary placement testing.

Placement/Assessment Testing

Background

Working with our higher education partner, the University of Toccoa Falls, we have determined that successful completion of core high school English and math classes ensures student readiness for college-level work. The Southern Association of Colleges and Schools (SACS), the accrediting agency for the University of Toccoa Falls, has also been concerned about student readiness for dual enrollment. Recently, SACS requested that member colleges create clear assessment guidelines prior to allowing younger students to dual enroll. With this in mind, Tandem EDU has established the following assessment guidelines for student readiness.

Assessment for Placement in GHY 213-Intro to Geography at UTF

TandemEDU will administer the Level 15 Iowa Assessment in October to new students to determine student readiness for dual enrollment in the first college course, Intro to Geography. Students must achieve a minimum ELA score and core composite score as determined by the partnership agreement between TandemEDU and the University of Toccoa Falls. Additionally, any student desiring dual enrollment must have a high school GPA of at least 3.5. The final determination of readiness for dual enrollment is at the sole discretion of the TandemEDU administration. There is no Iowa test administration fee for the administration of one test for registered students who are participating in annual group testing. Testing by parents or other family members will not be accepted.

Assessment for Placement in ENG 113-Freshman Composition at the University of Toccoa Falls

- Students must complete English 10 with a final grade of 85% or higher.
- New students desiring to start in ENG 113 must score 85% or higher on the English 10 end-of-course exam.
- There is no test administration fee.

Assessment for Placement in the TandemEDU Algebra II High School Class

- Students must complete Algebra I with a final grade of 85% or higher to move into Algebra II.
- New students desiring to start in Algebra II must score 85% or higher on the Algebra I end-of-course exam.
- There is no test administration fee.

Assessment for Placement in MAT 133 at UTF

- Students must complete Algebra II with a final grade of 85% or higher to move into the first college math course.
- New students desiring to start in college math must score 85% or higher on the Algebra I and Algebra II end-of-course exams.
- There is no test administration fee.

Assessment Retesting

Any student who does not pass an assessment the first time may retake the assessment test; however, a $150 test fee will apply for each retest. A student who does not meet the Iowa Assessment readiness standards prior to the UTF enrollment deadline must wait until the next academic year or the next time the course is offered to dual enroll.

Accountability

Partner Accountability

- TandemEDU will grade coursework, including writing assignments, research papers, essays, quizzes, and tests, in a timely manner.
- Daily work in high school English and math classes will be graded by either the parent or student.
- TandemEDU will prepare the transcript and course descriptions for courses completed through TandemEDU. There is a $1000 transcript fee per year to transfer courses from previous years of study outside of the TandemEDU program. Such courses must undergo a course validation process that may include an end-of-course exam.
- The parent will submit documentation of elective courses in May of each school year. Documentation will include a description of the elective, a definition of the coursework, and the final grade.
- TandemEDU will provide progress reports and report cards for high school classes.
- TandemEDU will provide progress reports for college-level courses.
- Students must sign all documents necessary to give the TandemEDU administrator and the college course facilitator access to the student's college grades and course information.
- Parents must cooperate with TandemEDU administration, teachers, and facilitators to ensure student success in the program. Parents must seek tutoring for a student in high school courses when recommended by the TandemEDU administration. Parents must notify TandemEDU administration in writing when their student needs tutoring in college-level courses.
- TandemEDU grading scale:
    - 90-100%- A – 4 grade points
    - 80-89% - B – 3 grade points
    - 70-79% - C – 2 grade points
    - 60-69% - D – 1 grade point
    - 50-59% - F – 0 grade points

Accountability Fees

1. TandemEDU relies on accountability fees, enrollment fees, and supply fees for the purposes of planning the school year, including its programs, activities, curriculum, and staffing requirements. No refund or cancellation will be made of any portion of program fees, supply fees, and enrollment fees under any circumstances, including unforeseen circumstances. In the event of withdrawal, refunds are not granted, and all outstanding fees must be paid.
2. TandemEDU offers these payment options:
    a. Pay-in-full due 8/15 with a 5% discount
    b. Two-payment plan due 8/1 and 12/1 with a 2.5% discount (fee applies)
    c. Four-payment plan due 8/1, 10/1, 12/1, and 2/1 (fee applies)
3. A late fee of $25 is charged for fees more than five days late. After five days of nonpayment, the parent and student Gradelink account will be locked until payment is current.
4. An account more than 20 days past due may result in the student being withdrawn from the TandemEDU program at the administrator's discretion.
5. TandemEDU will not refund accountability fees, supply fees, or enrollment fees for dropped high school or college classes.
6. All returned checks/ACH payments will incur a $35 return fee.

Homework Policy

Teachers/facilitators will assign homework to aid students in the progress of their studies. It is helpful to reinforce daily lessons, build good study habits, and provide an opportunity for parent involvement in student learning. Parents are urged to monitor their student's work daily. The parent should help the teen become responsible for returning the completed assignments on time. The parent is expected to log into the parent portal regularly to monitor student progress in the program. Any test, quiz, paper, or other assignment turned in late will receive a late penalty as set forth in the course syllabus.

Attendance Policy

Regular attendance is a critical component for success in the TandemEDU program due to the accelerated pace of both the high school and college courses. Parents should schedule family vacations during the extended holiday break or spring break only. A student is expected to be in attendance except when ill or when unable to attend because of emergency circumstances or a death in the family. The parent must notify the teacher or facilitator of the reason for the absence. Absences are only excused if written proof of illness or emergency is submitted to the program Administrator.

Excessive Absences

Any student who misses more than two days in an 8th-grade or high school class in a semester will be reviewed for continuation in the program. Any student who misses more than one day in a college course in a quarter will be reviewed for continuation in the program.

Makeup Work

All assignments will be due on the dates stated in Gradelink. No extensions are allowed unless there is a death in the family or a health emergency.

Tardiness

Students arriving after the start of class are considered tardy. One tardy is acceptable per quarter. For each subsequent tardy, the student must immediately go to the study hall for the class period. If the student is tardy more than three times in a quarter, a parent conference will be scheduled.

Communication Policy

Gradelink

Gradelink is the official platform for all TandemEDU communication from the administration and teachers. Parents and students are expected to log in within three (3) days after the first day of school. Parents are expected to set 'grade alerts' to stay on top of student progress in the program.

Group Chat

Any chat involving three or more TandemEDU students must include a TandemEDU administrator.

Technology Policy

With limited bandwidth and increased student populations, we must reserve the internet for teachers only. It's impossible to know whether a student is connected to wifi or their hotspot, so we ask that NO DEVICES be used on campus. Students in college classes will be allowed to use a device ONLY with facilitator consent during class time. Students WILL NOT be allowed to use devices during study hall; students must bring schoolwork that does not require a computer, phone, or tablet.

Student Expectations

Student Conduct Policy

Students are expected to conduct themselves in a manner that is honoring to God, themselves, their parents, and TandemEDU. This expectation applies to all student conduct regardless of whether the students are on campus or off. Expectations for general conduct are:

1. Students will refrain from using inappropriate language. Obscene language, excessive grumbling, and complaining will not be tolerated.
2. Students will exercise courtesy and kindness when dealing with others, as well as not harass, abuse, bully, tease, threaten, torment, humiliate, or intimidate other students either physically, mentally, or emotionally.
3. Sexual harassment of employees, students, visitors, or others will not be tolerated.

4. Students will show respect for their bodies, the temple of the Holy Spirit, by neither possessing nor using tobacco, alcohol, or other controlled substances, by not wearing visible tattoos, or engaging in biblically impure conduct.
5. Students will respect the authority of the teachers, facilitators, hostesses, and administrators of TandemEDU.
6. Students will show respect for the alliance facilities by keeping their hands and marking utensils away from the walls, tables, floors, and windows. Unnecessary waste or damage to property or facilities will not be tolerated.
7. All students are expected to participate in at least one service project annually, which benefits the alliance facility.
8. Students will show respect for others by not taking things that do not belong to them.
9. Students will exercise the commandment of honesty at all times.
10. Students will not participate in or view inappropriate websites or printed materials.
11. Students will not engage in public displays of affection: hand-holding, hugging, kissing, or touching are not allowed while on the TandemEDU campus.
12. Students in college classes are required to submit their grades to their facilitator within 24 hours after the TandemEDU facilitated class meets.
13. The conduct policies of the University of Toccoa Falls also apply to TandemEDU students.
14. Students will not participate in any other conduct that, at the administrator's discretion, significantly impairs the student's testimony or brings discredit to the program and the community.
15. Disregard for, or violation of, these standards will be dealt with according to the Student Discipline Policy of TandemEDU.

Academic Honesty Policy

Academic integrity is taken very seriously. No exam or quiz will be open book, open notes, open internet, parent help, or other resources unless specifically stated by the teacher. Plagiarism is defined in the MLA Handbook as the use of another's ideas or expressions without proper acknowledgment. Plagiarism is not limited to word-for-word copying; it includes any false assumption of authorship, including paraphrasing lines of reasoning from a printed source and copying or stealing from an unpublished writer. Cheating, the unauthorized use of Artificial Intelligence (AI), and plagiarism, although they can be unintentional, are serious ethical and moral offenses. Penalties for academic dishonesty can include: failing the assignment, failing the course, academic suspension, or removal from the program.

Student Discipline Policy

The disciplinary goal of TandemEDU is for each student to achieve the ability to govern themselves from within, based on the example and model of Jesus Christ. As the student's ability to govern themselves in this way increases, there is less need for imposing rules and regulations upon them. The following scriptures, Galatians 5:22-23, Ephesians 4:22-32, and Philippians 4:8-9, help us achieve and maintain an attitude of self-control that is pleasing to Christ and others. We believe students should show

respect for parents, teachers, facilities, and other students. TandemEDU and parents working in tandem to teach and train our children to do what is right according to God's word will result in exceptional young leaders ready to impact the world for Christ.

Each student will be disciplined as needed in firm Christian love, according to individual needs. A student must learn to submit to authority. If a student learns to submit to teachers/facilitators, parents, and others in authority, then he will learn to submit to God's authority in his own life.

Each teacher/facilitator is given the responsibility of enforcing classroom and program rules. The teacher/facilitator will maintain order in the classroom by speaking to the student about the policy violation and deciding what consequences are appropriate for the teen and the circumstances in accordance with the discipline policy. The alliance hostess is given the responsibility of enforcing program rules relative to the campus. Discipline issues are first handled by the teacher/facilitator, then the hostess then the administrator as needed.

Discipline actions that may be used include, but are not limited to:

1. Warning: A staff member will talk to the teen and explain his/her offense
2. Email or call the student's parents
3. Conference with the administrator and parents
4. Probation
5. Suspension – in and/or out of the program
6. Removal from the program

Student Personal Appearance Standards

The purpose of the TandemEDU dress and appearance expectation is to enable the student to demonstrate the traits of a discerning leader by making appropriate dress and appearance choices. "Therefore, I urge you, brothers, in view of God's mercy, to offer your bodies as living sacrifices, holy and pleasing to God – this is your spiritual act of worship. Do not conform any longer to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God's will is – His good, pleasing, and perfect will" (Romans 12:1-2).

TandemEDU students will honor:

God – We honor God by making personal choices that glorify Him. You can honor God by choosing modesty for the sake of pleasing the Lord.

Others – As Christians, we have a responsibility to our brothers and sisters. Romans 14:12-13 says, "So then, each of us will give an account of himself to God… make up your mind not to put any stumbling block or obstacle in your brother's way."

Ourselves – In Romans 12:1, we are called to "…offer our bodies as living sacrifices, holy and pleasing to God."

1 Corinthians reminds us that ". You are not your own; you were bought at a price. Therefore, honor God with your body."

In keeping with the above Scriptures, TandemEDU has the following appearance standards:

1. TandemEDU t-shirt, sweatshirt, or fleece
2. UTF t-shirt, sweatshirt, or fleece
3. The TandemEDU or UTF logo must be seen at all times while on campus.
4. Jeans or other long pants. No shorts.
5. No clothing ripped above the knee
6. No spandex, leggings, jeggings, knits, etc.
7. Dresses or skirts must be below the knee
8. Hats and hoods cannot cover the head while on campus.

TandemEDU reserves the right to advise and discipline any student about personal appearance that may be considered distracting or deemed inappropriate.

Health and Safety Policy

It is of utmost importance that TandemEDU provides a safe environment for our students. Because of this commitment, the following rules will apply:

Child Protection Policy

Scripture teaches that our teenagers are members of God's covenant people (Genesis 17:7, Matthew 19:14). TandemEDU is committed to glorifying God by providing a safe environment for our teens. TandemEDU intends to promote practices that safeguard our teens from all forms of abuse and mistreatment. These guidelines will also protect those who serve teenagers from false accusations. The TandemEDU Child Protection Policy serves to protect our teens from abuse and our staff from false accusations.

Distribution and Consumption of Medication

Parents are requested to schedule medication to be given at home. TandemEDU will not administer medication to students.

Student Illness

If a teen has been ill during the night or has become ill upon awakening, please do not send the student to class. Students with low-grade fever, nausea, vomiting, diarrhea, or other acute symptoms will be sent home. TandemEDU reserves the right to refuse the attendance of any ill student.

Transportation Policy

No student is to leave the premises during class hours. The site hostess must be aware of a student's location at all times. Students are NOT allowed to drive other students to/from campus, regardless of age and driving status, unless the students are siblings.

Inclement Weather

Please note that if local public schools are not in session due to inclement weather, TandemEDU will not be in session either. There will be no refund for canceled classes.

Textbook Selection

Textbooks and other printed materials are selected in cooperation with the University of Toccoa Falls to ensure the curriculum provides adequate college preparation. Classroom materials will be evaluated annually by the teachers and the administration.

Records Release

Parents may request a transcript in writing at any time. The transcript will be provided within 14 days of the request, assuming the accountability fees are current. If a student is dismissed or withdrawn during or at the end of the academic year, the student's records will not be released to anyone until any accountability fee balance has been paid in full.

Student Accessibility

TandemEDU will work with parents, in accordance with UTF policies, to make TandemEDU courses and testing accessible for students with documented disabilities.

Program Accreditation

The TandemEDU program is accredited by the Georgia Accrediting Commission (GAC). Any student graduating from TandemEDU will receive an accredited transcript, which entitles the student to receive the Georgia HOPE Scholarship immediately upon high school graduation if the student has a final high school GPA of 3.0 or higher.

1. All core high school classes are included in the HOPE GPA calculation.
2. To ensure academic rigor and appropriate accountability, core classes (English, Math, Science, Social Science, and Foreign Language) taken outside of TandemEDU and UTF must receive prior approval from the administration, as the grades earned in these classes directly impact the HOPE GPA.
3. Approved core classes taken outside of TandemEDU and UTF must be properly validated before transfer can occur.
4. Elective courses do not affect the HOPE GPA; therefore, electives are not subject to the same validation standards.

Valedictorian/Salutatorian Selection Criteria

The top two students in the graduating class will be selected as Valedictorian and Salutatorian. This honor entitles the two students to the Georgia Zell Miller scholarship, which pays 100% of tuition at a public institution and up to $5,000 at private institutions. The criteria for determining the Valedictorian and Salutatorian include:

1. Weighted high school GPA
2. Rigor level of high school and college coursework
3. Completion of four (4) years of TandemEDU/UTF coursework
4. Full compliance with the Tandem Tenets, including:
   a. Satisfactory attendance as defined in the Attendance Policy section of these tenets
   b. Satisfying the annual service requirement as stated in the Lifestyle Expectations section of these tenets
5. No Tandem Tenet violations and no UTF Student Handbook violations
6. Present at TandemEDU high school graduation
7. Agree to deliver the student address to the following year's graduating class
8. In the event of a tie, standardized test scores will be considered.