WEEKEND LEAVES, HOLIDAYS & STUDENT TRAVEL

TRANSPORTATION TO AIRPORT & BUS STATION

- Academy transportation to and from the Austin airport will be provided at approximately 12:00 p.m., 3:00 p.m. and 6:00 p.m. for a nominal fee, typically $10.00 to $40.00. Reservations must be established on the return flights so students can meet this bus schedule. During these times, there will be an Academy representative at the airport for supervision. Accordingly, students are required to check in with the SMA representative immediately upon their arrival at the airport. The Academy is not responsible for supervision of students arriving outside this normal "travel window." Students may be required to wait until additional transportation arrives. A fee of $125.00 will be assessed for transportation needs outside the normal "travel window."

INTERNATIONAL TRAVEL

- Students traveling to foreign countries by air must have their travel plans approved by either the Deans or the International Student Coordinator. We recommend reservations should be made at least thirty days prior to departure dates. To avoid additional costs, travel plans should be approved PRIOR TO the purchase of tickets. The Academy prefers that a parent make such reservations, although the Academy will assist a parent upon request. A monetary penalty may be assessed if the student fails to notify either the Deans or the International Student Coordinator about travel plans AT LEAST FIVE (5) BUSINESS DAYS in advance.
- International parents should refer to the published school calendar to determine appropriate arrival and departure dates. Students should plan to arrive the weekend before classes begin in the fall, and to leave by 6:00 a.m. the morning after the last class session prior to a holiday or at the end of school.
- When the campus closes for holiday breaks (Thanksgiving, Christmas, and Spring Break), students must depart the campus. Students are expected to leave campus by 5:00 p.m. of the last class day. When a student is traveling internationally, it is understood that he or she may need to stay overnight one night in order to catch an early morning flight. Should this additional night be necessary, transportation to the airport will depart the next morning at 6:00 a.m. at the latest. Since the Academy is officially closed during these holiday breaks, any exceptions to the above will necessitate the possibility of a homestay at the rate of $100 a day.

ACADEMIC LEAVE REQUESTS

- Academy holidays are designed to allow for adequate travel time for all of our students. Attendance in classes on early dismissal days and the class days immediately following is essential to a student's academic success and to meet the qualifications for credit hours. Medical appointments at home should be made during vacation times. All requests for variance require a written request by the parent or guardian to the principal. Any other days missed due to travel will be considered "unexcused."
- The parent/guardian and student are expected to have read, understand, and agreed to the policies governing absences, section 200 of the Student Handbook. As per state law, more than nine (9) absences, of any type, in a semester may result in loss of credit for that semester. All absences, whether excused or unexcused, are counted toward total absences. To reinstate, credit must be granted by a review board.

WEEKEND LEAVE DEFINITIONS

LONG LEAVE WEEKENDS *	LIMITED LEAVE WEEKENDS *
• Allows students an extended time at home. • Specific dates can be found on school calendar. • On the Friday before, there is normally an early dismissal.	• Students have specific required activities on campus. • These days are considered official school days and, therefore, are counted as absences, if missed. • Students may not check out until after the required activity is completed (usually around noon on Saturday).
CLOSED ACTIVITY WEEKENDS *	**HOLIDAYS ***
• These weekends are reserved for campus activities. • All students, boarding and day, are required to be present for all scheduled activities during these weekends. • These days are considered official school days and, therefore, are counted as absences, if missed. • Students may, however, check out with their OWN parent or legal guardian in between required activities.	• SMA dormitories & food services are CLOSED during major holidays. All students must leave campus for the duration. • On the day a holiday begins, there is normally an early dismissal. **Students must be picked up by 5:00 p.m. on day of release** or have other arrangements already in place. • **Please do not plan for your student to stay later than posted check-out times or return to campus before the holiday period is complete. Dates are posted on the online calendar.**

(*) On the scheduled day of return, dormitories open at noon and students must return by 6:00 p.m.