



GRASP BOOKLET INSTRUCTIONS



CONGRATULATIONS!

It is time to review concepts learned during the school year so you can be prepared for next year!

This summer we are requesting that everyone submits lessons weekly so that we can score them throughout the summer. This will help us to process awards more timely and give you time to submit a retake if needed.

WHAT IS IN THE GRASP PACKET?

Your packet contains 9 answer sheets, one for each lesson.

Kindergarten **READING** packets do **NOT** contain answer sheets. All of the work is done in the book. When finished with a lesson, tear it out and send it to us. Before mailing, please be sure to put your child's first and last name on each lesson. (Kindergarten **MATH** does contain answer sheets.)

Complete the top of each answer sheet so that we can give you credit:

- Last Name:** Clearly write the student's last name
- First Name:** Student's first name
- Grade:** Grade level of the **GRASP** booklet you are reviewing
- Subject:** Math or Reading
(some scansheets are labelled already and are green for Math and red for Reading)
- Lesson Number:** Number of the lesson you are completing

WHEN IS THE LAST DAY TO SEND THE SHEETS BACK?

Answer sheets must be postmarked by **AUGUST 5, 2022**. Those not postmarked by August 5th will not be scored or returned. Our teachers and other school staff return to work in mid-August so we need everything turned in to score them. Thank you!

WHAT IS THE PROCESS FOR RETURNING THE SCANSHEETS?



Please use the student's name and address for the return address. We will send the scored lessons to the return address on the envelope.

Please indicate on a lesson if the address is different from the address used for registering. Let us know if this is an address change or a temporary summer location.



One envelope can have any number of answer sheets, even for different children in the family. Use the envelopes provided but if you run out of envelopes or want to use a large envelope, mail to:

GRASP
PO Box 311
Grand Rapids MI 49501-0311



Rates change so be sure to use the appropriate postage.

Fold and crease well or the Post Office will charge an additional fee for a bulky envelope.



WHAT IS THE SUGGESTED SCHEDULE?



You can work at your own pace, but please try to send your lessons using the schedule below. That will ensure that you don't get behind, you are able to submit a "retake" if you failed a lesson, and so that we don't get too many to score in the last weeks of the program.

Mail by:

Lesson 1 by June	10	Lesson 6 by July	15
Lesson 2 by June	17	Lesson 7 by July	22
Lesson 3 by June	24	Lesson 8 by July	29
Lesson 4 by July	1	Lesson 9 by August	5
Lesson 5 by July	8		

If you ordered late, submit more than one lesson per week to meet the final deadline of August 5th.

WHAT HAPPENS AFTER THEY ARE SCORED?



We score and return the answer sheets as soon as possible so that you get your results quickly! We are not open on Fridays so mail received on a Friday is processed the next week.



When you receive the scored answer sheet back, note any questions that were marked wrong. The correct answer is given on the same line as the question, in the area between the columns.

70% or higher - you get credit for the lesson!

69% or lower - you get one more chance. We will send a new "redo" sheet so you can bubble the answers that were correct and rework the ones you got wrong. **We stop allowing this two weeks before the end date because there isn't enough time for mailing to you and back. Be sure to be ahead of schedule if you think you may need this.**

HOW ARE THE AWARDS EARNED?

If you pass 7 lessons or more in either subject you earn a

CERTIFICATE!!!



If you pass all 9 lessons in either subject you earn a

MEDAL!!!



A student taking both math and reading will receive only one award.

If GRASP was ordered through a school or district, the awards will be distributed by them. If ordered directly through GRASP, awards will be sent to your home.

HOW DO I CONTACT YOU WITH QUESTIONS?

Email petersonL@grps.org or laram@grps.org
or call us at (616) 819-2548

The GRASP office is open Monday through Thursday from 7:30-4:00.

HAVE AN AMAZING SUMMER! HAPPY GRASPing!!!