



## Curriculum Order Form 2025-2026

**\*One order form per vendor\***

Email order forms to [Thrivehsa@hsd2.org](mailto:Thrivehsa@hsd2.org) or hand deliver to the office

Curriculum allotment is set at \$200/student/per year for the purchase of educational materials. Please review the Curriculum Ordering Guide provided via email or in the office regarding approved curriculum and ordering guidelines.

Family Information		Office Use Only Form Rec'd
Last Name		Date/initial
Student Name/s		Order Date
Email		Order/PO#
Phone		Rec'd in Office
Address (optional)		Order Complete
		Email/call
		Pick up (date/initial)

Vendor Name/Website	
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**Subscriptions or Memberships – please include the following information in your description below: Duration of term, desired start date, student receiving this subscription, is this new or a renewal? Please note that Thrive HSA can only purchase these options via phone or online.**

Item #	Description/Title	QTY	Unit Price	= Total Amount	Rec'd
Order Total					

Please use page 2 for additional items, if needed.

Order continued from page 1

Item #	Description/Title	Qty	Unit Price	= Total Amount	Rec'd
Order Total					

Please fill out additional forms if more items need to be added to this order. Thank you!

Questions? Please contact the office at 719.579.2160 or thrivehsa@hsd2.org

NOTES:

## CURRICULUM BUDGET: \$200/per student

- The funds are for an allotted budget reserved for each Thrive student to use towards the purchase of curriculum that supplements at-home learning.

Example: Three students from the same family x \$200 = \$600 may be spent for all 3 students **equally or as needed**, (i.e. Billy's books \$150.00, Jane's supplies \$200, Chester's supplies \$250).

- It is expected that when submitting orders parents keep within the reserved budget for each student/family. Please do not exceed the allotment total for your family.

- The school cannot split the cost of curriculum with a family for any over-budget amounts. Some exceptions may apply, and the office will contact the family regarding any concerns, issues or questions.
- The school cannot reimburse curriculum purchased by the parent – the school must purchase the materials on behalf of the parent and comply within these guidelines.

### Vendor Information and parameters for ordering:

- Request materials from companies located in the United States.
- Please do not request Thrive to pay for tutors or tuition for private schools.
- Please do not request religious curricula.
- Order requests are for this 2025-26 school year only.
- Thrive does not carry unused funds into the next school year.
- We expect the turn-around for requested orders may take anywhere between 1-4 weeks.
- We are only permitted to purchase educational curriculum.

Approved Curriculum Examples	Not Approved Examples
Teacher resources Workbooks/textbooks Science, Art, Language Arts, Math, etc. materials Maps, manipulatives, educational games Educational Kits Foreign Language programs Memberships/subscriptions (no auto-renewals) Various lessons (i.e., dance, swim)	Toys Used books or supplies Apps for devices 3 <sup>rd</sup> party vendors (i.e., Etsy, E-Bay, ABE Books) Out of country vendors Auto-renew subscriptions or memberships Religious curricula

- If requesting materials from **Amazon**, please provide the full title (as best as possible) and their ASIN #. Contact us if you have trouble finding this information. Amazon has the shortest delivery time, but they are not always reliable for next day delivery.

### Quick Guide for the order process:

If you are reading this, you are likely new to Thrive Home School Academy. Here is how this works:

- Determine what your student will need for their educational materials. We can assist with this process if you have questions or need to talk this through.
- Find the curriculum from online vendors.
- Fill out a Curriculum Order Form for the current school year. One order form per vendor. Please feel free to print as many forms as you need. You have a budget of \$200/Thrive student. The school pays for shipping/handling. We are a tax-exempt organization.
- Turn in forms either by email: [Thrivehsa@hsd2.org](mailto:Thrivehsa@hsd2.org) or to the front office.
  - Forms are provided by email or copies are in the office.
- We will place your orders and get those to you as soon as we are able. Please be patient as it may take 1-4 weeks to get the order placed and in your hands.
- QUESTIONS? Please contact: [Thrivehsa@hsd2.org](mailto:Thrivehsa@hsd2.org)

### Curriculum Ordering Windows:

	NEW Families (3 weeks of attendance are required before we can order)	Returning Families
1 <sup>st</sup> Semester	September - October 31, 2025	July – October 31, 2025
2 <sup>nd</sup> Semester	January – February 28, 2026	January – February 28, 2026

**Please send your curriculum orders within these windows. Anything outside of that is more difficult for the office to take care of orders in a timely manner.**

### Memberships/Subscriptions:

Due to the unforeseen issues we had with purchasing memberships for the 2024-25 school year (i.e. Zoo memberships, Gym memberships), we are no longer able to fulfill these requests.

We cannot order a subscription that will automatically renew and keep our credit card information on an account. If there is a way to work around this requirement, we will do that.

Please see the office with any questions regarding these requests.