**FOA Academic Contract Instructions**

**Filling out the document on your Mobile Device:**

1. You can use your mobile device to fill out and sign the document attached to this email “FOA Weeks 1-3 Academic Contract” using the Adobe Reader app.

* App Store (Apple iOS): <https://apps.apple.com/us/app/adobe-acrobat-reader-for-pdf/id469337564>
* Google Play (Android): <https://play.google.com/store/apps/details?id=com.adobe.reader&hl=en>

**Filling out the document on your Computer**

1. Download the file attached to this email “FOA Weeks 1-3 Academic Contract”
2. You’ll need Adobe Acrobat Reader to fill and sign this document. You can download it here:  <https://get.adobe.com/reader/otherversions/>
3. At the bottom, both student and parent/guardian must sign.
4. Save the document as lastname.firstname

**Once the student and parent/guardian have signed the pdf document, it must be emailed back to Dr. Robertson @** [**eric.robertson@cobbk12.org**](mailto:eric.robertson@cobbk12.org)**.**