

## **VIRTUAL EDUCATION**

### ***TAKING CREDIT CLASSES ONLINE***

Broward County and the State of Florida offer opportunities for public high school students to complete required, remedial and elective courses via technology. These courses are offered through the internet and are primarily self-paced academic work completed during the student's after school hours. An instructor communicates assignments and assessment via email to the student. Such learning requires the student to be very **self-motivated and to possess excellent time management skills**.

Many students attempt virtual coursework but do not succeed due to procrastination or inability to learn independently. If approached in the proper manner, virtual school can be a boost to the student's academic record and toward reaching his/her goals. Virtual school recommends 18 weeks for a half credit and 36 for a full credit, however ambitious students may complete the credit in less time.

Procedures:

- Go to WWW.FLVS.NET
- Click on "Florida students"
- Enter your demographic information and read the code of conduct pages.
- You will be directed to a page where you will select your course(s). Select the subject you are interested in (English for example). You will be taken to a page with all of the classes in that subject (for example, if you select English, it will list all English classes available).
- **Scroll down past the Broward Virtual School box and select your course from the box labeled Florida Virtual School.**
- Click "select" next to the course you want to take to select the class, if you click on the actual class link you will not be signed up.
- The next page will ask which section of the course you are taking (<sup>1st</sup> or <sup>2nd</sup> half or the whole credit). You will discuss honors placement with the online teacher after the course begins.
- **PRINT** the Course Request Form. Obtain Student and Parent signatures.
- Bring this form to your Counselor within 2 days. Your Counselor will review your choice and approve it online.

The instructor will be assigned and will contact you via email. You should also go to the site with your password and check your message box in case the instructor communicates in that manner. Do not hesitate to email your instructor with questions. You can begin the class once you have been assigned a classroom (CA), you no longer need to wait for the instructor to contact you before you can begin. If you want to take the Honors version of the class, please let the teacher know when they contact you.

IF you have no activity for a period of time (usually 2 weeks) you will receive a Warning from Virtual Education. A copy is sent to Monarch. You can be dropped (with an F) for inactivity. Be sure to watch the withdraw/passing time limit if you are having problems or decide to discontinue your online study.

Once the course is complete, the grade will be sent to the school and will appear on your transcript, with grade forgiveness if appropriate.

ADULT EDUCATION/Night School is often the preferred method to retake a course. Discuss this with your counselor!