

INFORMATION ON APPLICATIONS MUST BE COMPLETE PRIOR TO SUBMITTING TO THE COUNTY.

Monongalia County School's Application for On-Line Courses (Form 8- 13-1) Fall / Spring Y23-24

WV Virtual High School Application

Student's Name: _____ Grade: _____ D.O.B.: _____

Home Address: _____

Phone Number(s): _____ School: _____

Student e-mail: _____@stu.k12.wv.us Student ID # _____

Parent e-mail: _____ Student Cell: _____

*NOTE: Students must use a stu.k12.wv.us account. Assistance will be provided with email.

Course Requested: _____

NCAA Requirement: Yes No

Graduation Requirement: Yes No

Were you a WV Virtual student in the 22-23 school year? Yes No → **Did you successfully complete all courses?** Yes No

School will provide a copy of the student's transcript with the application.

Requested Start Date: _____

Note:

- Fall Courses must be completed by the last day of the semester, which is January 16, 2024. Spring Courses will begin January 17, 2024 and end on the last day of school for students. (Part 2 of a course can begin earlier than January 17, 2024 based on when Part 1 is completed.)
- The grade a student has on the last day of the semester will be placed on the student's official transcript
- Student may not withdraw without permission from School administrator
- Withdrawal from a virtual class will also mean student may not take another virtual class in 23-24 school year.
- Failing a virtual class will also mean student may not take another virtual class until 23-24 school year.

Reason(s) for requesting the course (Reason Must be Stated or application will not be considered):

I have read and agree to abide by the Monongalia County School policies and procedures set forth for participation in the requested virtual course.

Student Signature

Date

Parent Signature

Date

*****Application needs to be sent to the school *****

SCHOOL OFFICE USE

Date Received_

____ Approved

____ Not Approved

____ Date

Reason: _____

Principal Signature

Counselor Signature

VS Contact Signature

BOE OFFICE USE

Date Received

County Virtual School Coordinator Signature/Date

Superintendent/Designee Signature/Date

Monongalia County Schools' WV Virtual High School Courses Application Procedures

1. The student and parent complete and submit a Monongalia County Schools' Application for On-Line Courses, this form (MCS WV Virtual High School Courses Application Procedure), and West Virginia Virtual School Consent Form at the school scheduling time. These forms are to be submitted to the school principal.
2. The student must also apply for WVDE e-mail account and receive Acceptable Use Training.
3. The school's principal will forward the MCS WV Virtual High School Courses Application Procedure, MCS Application for On-Line Courses and WV Virtual School Consent Form to the County Virtual School Coordinator.
4. If the student has an IEP (Individual Education Plan), an IEP team meeting must occur prior to enrolling.
5. Upon receipt of the above documents, a meeting with parent/guardian and the superintendent of schools or his/her designee may take place.

GUIDELINES

- The student may only take a course that has been approved by WVDE. A list can be viewed at the following website: <https://wveis.k12.wv.us/vschool/courses/coursecatalog.cfm>
- Parents/Guardians may be responsible for tuition and instructional materials cost if funding is not available through the West Virginia Department of Education.
- All of Part 1 of a course must be completed by January 16, 2024. All of Part 2 of a course must be completed by the last day of school. Each class consists of two parts. A full year of Math consists of Math Part 1 and Math Part 2, for example. You should finish Part 1 by January 16, 2024 and start Part 2. Part 2 must be completed by the last day of school for students. If you complete Part 1 early, you can request to start Part 2 immediately after.
- Authorization from Monongalia County Schools is required for a student to withdraw from a Virtual School course. The student and/or parent must contact the school's administrator with the request in writing. The principal or designee (School VS Contact) will correspond in writing with the county VS coordinator. Upon reviewing the request and all other pertinent information. The parent and student will be notified of the decision.
- The student is required to attend any assigned sessions with the facilitator.

Printed Student Name

Student Signature

Printed Parent/Guardian Name

Parent/Guardian Signature