

Virtual Learning Academy Guidelines Perry-Hocking ESC

Students will be required to pay a student license fee of \$200.00 to the district at the time of enrollment in the Virtual Learning Academy (VLA). The student license fee will be reimbursed upon completion of course work within the allotted time. Courses that require an additional lab or materials fee will be paid by the student but will not be reimbursed by the district.

Students **must** have home access to a computer and the internet in order to be assigned to the Virtual Learning Academy.

Students must complete work at a minimum rate of one lesson per course - per week (e.g., 5 courses = 5 lessons per week). Failure to maintain this minimum rate may result in a formal charge of truancy, expulsion from VLA, or may be required to return to the local district.

Students have five (5) days from notification of enrollment to change or drop courses. Changes made after five days will result in a \$25.00 charge for each change.

Students are required to meet face-to face with their instructors to take both the midterm and final exam for each course. A public location will be agreed upon between the instructor and the student. Failure to show for the arranged test time may result in a zero score for the test.

Students **MUST** take state required achievement or graduation tests in the home school district. Failure to take a required test may result in removal from VLA.

Students are expected to maintain an on-going dialog with their instructors, via the internal email system. Districts and Perry-Hocking ESC will monitor student progress and may require communication on a regular basis.

Students need to comply with all home district timelines and requirements to assure proper issuance of credit or continued enrollment in VLA.

Student enrollment will be limited to the beginning of each semester. Each district may make exceptions to this on a student by student basis.

Students caught attempting to submit work other than their own can be removed from VLA with the loss of any course credit issued and fees paid.