

VLACS Course Approval Form:

Virtual Learning Academy Charter School (VLACS) is a fully accredited virtual high school in which students have the opportunity to take courses and earn credit at no additional cost. Students wishing to enroll in a VLACS course must submit their request for approval. Approval is granted by the building Principal and will be reviewed on a case-by-case basis. Approval is generally granted if:

- There is a conflict with the students schedule that prevents them from taking a core course at FHS
- There is a course on VLACS that is not offered at FHS
- The student is taking the course for credit recovery
- The student wants to take the course at a higher level than what is offered at FHS

Other considerations include, but are not limited to:

- **Course timeline and pacing:** Proposed start and finish dates should be realistic and appropriate for the student. *Please keep in mind that it can take up to 2 weeks to begin a course so students need to plan ahead. Seniors wishing to take a course on VLACS should plan to have the course completed by May 25th to ensure that the credit gets recorded on their transcript.
- **Graduation requirements:** Is the requested course part of a graduation requirement?
- **Are you a self-motivated learner?** We have found that students who experience the most success with VLACS courses are those who are: self-motivated, independent workers, effective at time management, diligent about completing tasks, and can effectively self-advocate.
- **Access to technology:** Do you have consistent access to a computer, internet, and other course specific requirements that may apply?

Please fill out the attached form and return it to Guidance for approval by the building Principal. District policy IMBA states that students must have courses approved by the building Principal in order to receive credit.

Student Name: _____

Grade: _____

Course Requested: _____

Reason for request:

___ There is a conflict with my schedule that prevents me from taking a core course at FHS

___ There is a course on VLACS that is not offered at FHS

___ I'm taking the course for credit recovery

___ I wish to take the course at a higher level than what is offered at FHS

Please answer yes or no for the following questions:

1. Have you ever taken a course on VLACS before? _____

- If yes, were you successful with the course? _____

2. When do you plan on working on your VLACS course? _____

3. Do you need this course for graduation? _____

4. Are you self-motivated, effective at time management, diligent about completing tasks, and able to effectively self-advocate? _____

5. Do you have consistent access to a computer, internet, and other course specific requirements that may apply? _____

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

*****Office Use Only*****

School Counselor _____

Signature

Date

NOTES/APPROVED/DENIED REQUEST

Principal Signature _____

Date _____