

John Handley High School

Learning for all, whatever it takes

Counseling Department

Online Course Contract

Student Name: _____

Student ID Number: _____

School Year: _____

Grade Level: _____

Student Personal Email Address : _____

Parent/Guardians(s) Name: _____

Phone Number: _____

Parent/Guardian Email Address: _____

Preferred Online Course (PLEASE CHECK ONE)

1. Virtual Virginia _____
2. Whitmore School _____
3. BYU Independent Study _____
4. APEX Learning Virtual School _____

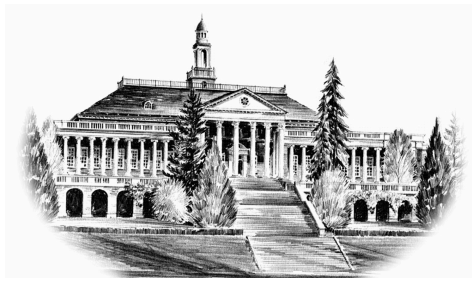
5. Liberty University Online Academy _____
6. Laurel Ridge Community College _____
7. Other (please write): _____

Course(s)	Level (Circle One)	Semester (Circle One)
1.	Regular Honors Advanced Placement	Fall Spring Full Year Summer
2.	Regular Honors Advanced Placement	Fall Spring Full Year Summer
3.	Regular Honors Advanced Placement	Fall Spring Full Year Summer

*If honors is not available, your student will be registered for the regular course.

For more information on courses and prerequisites, please visit the following websites:

- Whitmore School: <https://www.whitmoreschool.org/>
- BYU (Brigham Young University) Independent Study: www.is.byu.edu
- APEX Learning Virtual School: www.apexlearningvs.com
- Laurel Ridge Community College: <https://laurelridge.edu/>
- Liberty University Online Academy: www.liberty.edu/online-academy
- Virtual Virginia: <https://virtualvirginia.org/course/>



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Online courses are available for students for the following reasons:

1. A course is not available to the student because it is not offered at Handley.
2. A course is not available to the student due to a scheduling conflict.
3. A student misses an opportunity for academic acceleration.

1. Students must submit the form or contract to their school counselor by the appropriate deadline.

- i. Summer Session: May 15th
- ii. Fall Semester: June 25th
- iii. Spring Semester: November 1st

2. The school counselor will share the form or contract with the Director of School Counselors who will review the information and speak with the Assistant Superintendent on course approval.
3. Once approval is received from the Assistant Superintendent, the Director of School Counseling will contact the student and parent/guardian to inform them so that they can proceed forward in the next steps of enrollment.
4. Students and parents/guardians understand that they are responsible for the payment of the courses and that the school division will not be responsible for payment of the courses, unless approved by the Assistant Superintendent.
5. Upon completion of the course, students must provide an official copy of their transcript or grade in the course to the Director of School Counselors.
6. Upon receiving information, the Director of School Counselors will consult with the Assistant Superintendent to review and award the appropriate credit for the course(s). The Director of School Counselors will share this information with the school counselor and the student's historical grades will be changed to reflect the credit.

Student Signature

Date

Parent Signature

Date

School Counselor Signature

Date

TO BE COMPLETED BY DIRECTOR OF COUNSELING ONLY

<u>Course(s) Enrolled In:</u>	<u>Semester:</u>
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Assistant Superintendent Approval: YES NO PENDING

Date: _____

Feedback: _____
