

Heritage High School and NCVPS, 2017-2018

North Carolina Virtual Public School

I. Definition of Virtual Programs

“Virtual learning” means registered students can take classes using their own computers over the Internet. Course content, assignments and demonstrations are provided on an anytime, anywhere basis. Students use email, instant messaging and online chat forums to interact with their teachers and other students. Teachers and students may talk to one another over the phone or over their computers. When students complete assignments, they can send their papers or tests to their teacher electronically. Grading and individual remarks are sent from the teacher to the student in the same way.

II. State-Sanctioned Virtual Programs

The North Carolina Department of Public Instruction, in partnership with North Carolina’s Distance Learning System, North Carolina Virtual Public School, Local Education Agencies (LEA), and the North Carolina University System, gives public school students the opportunity to take a wide array of online courses outside the normal school day or during the school day.

The state-sanctioned virtual (online) programs are available to students as individual school resources allow. Participation in these programs requires the completion of the Dual Enrollment Form and principal approval.

The following NCVPS information can be found at www.ncvps.org .

North Carolina Virtual Public School (NCVPS)

The North Carolina Virtual Public School, which began in June 2007, is a division of the North Carolina Department of Public Instruction that offers online courses to public school students of North Carolina, during the school day, at home, or anywhere they have computer access.

III. Student Enrollment

Students must complete the following steps in order to enroll in online courses.

Steps to Register for Online Courses:

1. Student meets with school-based eLearning Advisor (ELA) to discuss online options and determine eligibility.
2. Student and parent/guardian submit completed Dual Enrollment Form to his/her school counselor for Principal approval.
*Students may be asked to sign a Statement of Academic Integrity in which they promise to uphold the WCPSS Code of Conduct and promote academic integrity while taking online courses.
3. The ELA determines if the student has any modifications and shares that information with the course instructor.

Note: Please visit www.ncvps.org for a complete list of computer requirements

IV. Criteria for Course Selection

- The course must provide opportunities not currently available to the student at their school.
- Selection of online courses must follow recommended and required prerequisites as listed in the Middle and High School Program Planning Guides.
- Students enrolled in a full, daily schedule at their school may take one online course. Students enrolled in a half-day schedule may take two online courses.
- Any course that requires an End-of-Course test or a North Carolina Final Exam is approved at principal’s discretion.

- Students at non-magnet schools may only enroll in World Language courses listed in the High School Program Planning Guide.

V. Considerations for Summer Study:

- Gradpoint should be used as the primary option for credit recovery. NCVPS is available for students needing original credit over the summer. NCVPS should be used for credit recovery only in extenuating circumstances.
- Rising 9th grade students wishing to take online courses must secure high school permission through the completion of the Dual Enrollment Form signed by the WCPSS high school principal. These students will take the EOC, NCFE, or CTE Post-Assessment at the WCPSS high school.
- Any course that requires an End-of-Course test is approved at principal's discretion.
- Middle school students have limited summer opportunities based on available personnel. Middle school students may take one course during the summer when granted prior approval.
- Any student enrolled in an EOC, NCFE, or CTE course is required to take the final exam at his/her base school.

VI. Student Eligibility

Students wishing to enroll in an online course must be able to:

- read on grade level as demonstrated by a passing score on the previous Reading EOG or English I EOC
- access the internet daily, browse the internet, use a clickable menu, send email, and upload and download attachments as demonstrated on the computer survey
- communicate effectively, as most courses require simultaneous discussions with the teacher and other students using web tools such as Blackboard, Moodle, etc.
- work at rigorous daily pace set by the instructor
- meet deadlines and manage course assignments
- discipline themselves to commit to 5 to 10 hours per week per course to complete work

VII. Instructional Resources

Textbooks

While NCVPS is making strides to provide online textbooks for all courses, there are some courses that require traditional textbooks. When possible, the school will provide district adopted textbooks for students. The list of courses that require textbooks not available online can be found on the NCVPS website as well as suggestions for where to buy them. Schools may limit students to courses that utilize district adopted textbooks.

Note: Due to budgetary restraints schools may request that parents purchase any required textbooks that are not available online or readily available in their building.

Science Labs

Some science courses require lab participation and caution should be exercised when approving students to take these courses. Some online labs are available through 'lab bench', however others are not. Descriptions of AP science courses should be examined carefully before enrollment to determine if labs are available online or if the course requires participation in labs on campus.

Course Specific Materials

Other than the textbook, any additional resources (such as digital cameras, handheld devices, MIDIs, etc.) required by the instructor of the online course are the sole responsibility of the student.

***Characteristics of Successful Online Learners**

While distance learning opportunities provide tremendous benefits to students in regards to course offerings, student-centered instruction, flexible scheduling, and heightened critical thinking and written communication skills, there are specific learner characteristics that promote greater student success in online learning environments. The following guidelines may assist in identifying students for distance learning opportunities:

- ◆ Autonomous learners are generally skilled in the areas of responsibility and self-regulation, necessary for managing course assignments and deadlines through online environments.
- ◆ Academically motivated learners commonly exhibit an internal locus of control, affording online students the persistence necessary in achieving desired goals.
- ◆ Grade level reading ability is a critical determinant of student success in online environments, as much of the course is delivered through written communication.
- ◆ Proficiency in written communication is required of students, as online courses are dependent not only upon live classroom discussions but also upon group discussion boards and written assignment submissions.
- ◆ Basic computer skills are necessary for students to function in an online learning environment, as students will utilize word processing software, email capabilities, and Internet resources in completing assignments and activities.
- ◆ Parental support has also been found to promote student success in online learning, as parents will generally work to ensure students meet deadlines and have the necessary resources available to them.
- ◆ Computer and Internet access at home, although not required, can certainly provide an advantage to students participating in distance learning courses, as students, many times, prefer to continue their work on assignments and communications outside of their regular school, or even take courses at home during the evening or on week-ends.



Dual Enrollment Opportunities

Dual Enrollment gives WCPSS middle and high school students the opportunity to take approved courses for high school credit at regionally accredited institutions including Institutions of Higher Education (IHE), community colleges, NCVPS, and Non-WCPSS secondary schools. Courses taken must provide opportunities not currently available to the student at the middle school or high school, including courses of an advanced and/or expanded nature. High school graduation credit and grades will be awarded by the base school when the official grade report for the course taken is received at the base school. Quality points will be calculated as defined in the [Wake County Public School System High School Program Planning Guide](#). The student's official high school transcript will include grades and credit earned through dual enrollment. For students in grades 9-12, the grades earned through dual enrollment will factor into the cumulative grade point average and class rank.

General Policies, Eligibility Guidelines, and Application Process

1. The course must be part of the student's comprehensive course of study.
2. The course must provide opportunities not currently available to the student at the student's school.
3. The student must be enrolled for at least 1/2 of the school day and progressing toward graduation at the base school.
4. The student must complete the Dual Enrollment/Cooperative Agreement Enrollment Form and have the signed approval of the principal or principal designee prior to registering for the course.
5. The student must contact the cooperating institution and complete all admission and registration or other requirements as requested by the IHE, community college or Non-WCPSS secondary school. The student must provide his or her own transportation, be responsible for any fees, and follow all rules, regulations and calendars as set by the cooperating institution. School personnel will assist with student enrollment on NCVPS.
6. The student will be responsible for providing an official grade report directly to the base school as evidence of dual enrollment course completion directly to the base school. The course will be added to the student's transcript and an Incomplete (I) will be noted until the official grade is received. If a transcript is not received, the grade will convert from an I to an F, and an F will be calculated on the transcript. Once a student is enrolled, the course cannot be dropped without permission of the principal and following proper procedures of the cooperating institution.
 - University or college transfer courses of three to five (3-5) hours will receive one credit at the base school.
 - Community college courses of at least forty-nine (49) contact hours will receive one-half credit at the base school. Community college courses of at least ninety-nine (99) contact hours will receive one credit at the base school.
7. The student must take IHE, community college, NCVPS or Non-WCPSS secondary school courses for **graded** credit in order to earn a high school credit.
8. Quality points will be calculated as defined in the [WCPSS High School Program Planning Guide](#).
 - Students will receive one extra quality point for Community College courses approved by the Comprehensive Articulation Agreement.
 - Introductory courses from Independent colleges and the UNC system schools will earn one extra quality point.
 - Advanced course from Independent colleges and the UNC system schools will earn two extra quality points.
 - Weighted credit will be awarded for a course designated by the sending Non-WCPSS secondary school as honors or AP only if a comparable course is designated honors or AP in the current non-magnet WCPSS High School Program Planning Guide.

North Carolina Virtual Public School Registration Form

(Heritage High School: 2017-2018)

NCVPS Registration Instructions

WCPSS dual enrollment policy applies to all students. Each student should review the “*Characteristics of Successful On-line Learners*” information before submitting an application. First-time students are limited to one course per semester. Under extreme circumstances, a student may be approved for two courses. It is not recommended for a student to take more than one course in addition to a full school course load.

PART I: General Information

STUDENT NAME _____

CURRENT GRADE LEVEL _____

Graduating Senior? ____yes ____no

CHECK IF APPROPRIATE: IEP? _____ 504? _____ ESL/LEP? _____

STUDENT'S WCPSS EMAIL ADDRESS _____

STUDENT CELL PHONE _____

PART II: Registration Information – Indicate Name of Requested Course and Semester

COURSE NAME _____ SU '17 FALL '17 SPRING '18
HHS COURSE TO REPLACE OR 5TH COURSE _____
CREDIT RECOVERY? __YES __NO

2ND OR ALT COURSE _____ SU '17 FALL '17 SPRING '18
HHS COURSE TO REPLACE OR 5TH COURSE _____
CREDIT RECOVERY? __YES __NO

Registration Information Part III: Electronic Resource Use/Academic Integrity/Tuition Agreement

By signing below, I agree that all work submitted in this course will be my own. I will uphold WCPSS Code of Conduct and promote academic integrity while at WHS and while taking online courses. I understand that if I violate WCPSS policy, I am placing myself at risk of failing the course and may face disciplinary action.

I also agree to abide by the WCPSS Policy 6446: Student Acceptable Use of Electronic Resources. I understand that if I violate WCPSS policy by actions including but not limited to: using inappropriate language, posting inappropriate material, I may be reported to NC Dept. Public Instruction and face disciplinary action at my school, including being removed from the course and being issued a “WF”.

I understand that tuition for enrollment in the course(s) above is being paid on my behalf by WCPSS. I agree to follow through with this investment and understand that future enrollment approval will be based on my current work ethic and success. Multiple messages from NCVPS teachers documenting lack of logging in or submitting work may render me ineligible for future enrollment in NCVPS. If this happens, I understand that I'll need to seek other dual enrollment options which will require tuition not payable by WCPSS.

Student Signature _____ Date _____

Parent Signature _____ Date _____

***Complete the WCPSS Dual Enrollment Form on the other side of this application.

WCPSS Dual Enrollment/Cooperative Agreement Course Enrollment Form Grades 6 - 12

Please complete all requested information. It is important that students and parents read the other side of this form prior to completing it to understand the Dual Enrollment Eligibility Requirements.

Student's Name _____ NCWISE# _____ Date _____
 Date of Birth _____ Age _____ Grade _____ Mark (if applicable): 504 Plan IEP
 Race: Caucasian African American Hispanic Multi-Racial Asian American Indian Other
 Telephone (Home) _____ (Cell/Work) _____ E-mail _____
 Address _____
 Parent Name _____ Parent E-mail _____
 Parent Cell Phone _____ Parent Work Phone _____
 Contact Counselor D. Williams Telephone 919 570 5600
 Cooperating Institution NCVPS

COURSE INFORMATION

Course Name _____ **Course Number** _____ **Credit Requested** _____
Term: Fall Spring Summer or Specify Course Completion Date _____
 NCVPS (Check if applicable): EOC Exam* CTE Post Assessment* AP Exam
Type of Course (check one):
 Non-WCPSS Secondary School Course (SACS, MSACS, NEASC, NCACS, NASC, WASC)
 College and Career Promise
 College Level Course (100-200+level) College Level Course (300-400+ level)
 Other _____

To be completed by the Base School Counselor

Course Name _____ **Course Number** _____ **Credit to be awarded** _____

COURSE INFORMATION

Course Name _____ **Course Number** _____ **Credit Requested** _____
Term: Fall Spring Summer or Specify Course Completion Date _____
 NCVPS (Check if applicable): EOC Exam* CTE Post Assessment* AP Exam
Type of Course (check one):
 Non-WCPSS Secondary School Course (SACS, MSACS, NEASC, NCACS, NASC, WASC)
 College and Career Promise
 College Level Course (100-200+level) College Level Course (300-400+ level)
 Other _____

To be completed by the Base School Counselor

Course Name _____ **Course Number** _____ **Credit to be awarded** _____

We, the undersigned, have read the Dual Enrollment Opportunities policy and do understand and agree to comply with the requirements of the program being attended.

Student Signature _____ Date _____
 Parent/Guardian Signature _____ Date _____
 Base School Counselor Signature _____ Date _____
 Base School Principal Signature _____ Date _____
 Cooperating Institution Official Signature _____ Date _____

* Send copy to Test Coordinator and Career Development Coordinator