

**Chatham High School Approval For Virtual and Non-Virtual Courses**

**Student Name:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Current Grade:**  Grade 8     Grade 9     Grade 10     Grade 11     Grade 12

**Course Provider:**  Educere     Other:

**Name of Course:** \_\_\_\_\_ **Course Number:** \_\_\_\_\_

Credit Recovery (60 hours)     New Course FY (120 Hours)     New Course Semester (60 Hours)

Fall Semester     Spring Semester     Full Year     Summer

**Reason for taking the course:**

\_\_\_\_\_

21<sup>st</sup> Century     Visual and Performing Arts     Math     Science     English

Social Studies     Financial Literacy     World Language     Health & PE     Elective

**Counselor:**  Barbato     Cano     Kool-Behr     Irene     Maka     Murphy     Newcombe

*The student and I have discussed course options and expectations for taking an online class.*

**Counselor signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parents or Guardian**

*The parental signature acknowledges understanding that the family is responsible for completing the registration and payment process established by the individual organization offering the course. **It also acknowledges that the parent/guardian has reviewed the policies regarding courses taken outside of CHS listed on page two of this form.***

I approve my child's IEP or 504 plan to be sent to Educere for review in order to determine the availability of accommodations.     Yes     No     Not Applicable

I understand that not all accommodations may be provided through an online medium. I approve my child to take the course with only the accommodations that Educere is able to provide.     Yes     No     Not Applicable

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Internal**

Course added to schedule \_\_\_\_\_

Current School Year \_\_\_\_\_ Next School Year \_\_\_\_\_

Final grade: \_\_\_\_\_ Posted date: \_\_\_\_\_

## **Virtual & Non-Virtual Course Offerings Policies**

---

Chatham High School is pleased to offer virtual and non-virtual external learning opportunities for students. Students will be able to sign up for courses through Educere, a board-approved provider of online educational services, or any other approved virtual course provider. Payment for all course work taken outside of Chatham High School will be the responsibility of the families and be made directly to the provider, except in certain circumstances, such as homebound instruction, when the board of education will pay the course fee.

### **Course Approval**

All courses must be approved by the subject area supervisor. Students are able to take one virtual course within a core required sequence and an unlimited number of elective courses. Students may take up to two virtual courses each semester, but may not exceed eight total courses in a semester. Unusual circumstances will be handled on a case-by case basis. Students must consult with their school counselor before registering for courses.

### **Course Completion Timeline**

All virtual courses registered through Educere have strict timelines. Full credit (5cr.) courses must be completed within nine months of registration. Half credit (2.5 cr.) courses must be completed within four months of registration.

### **Summer School**

Students may take up to two courses over the summer for a maximum of ten credits. Virtual and non-virtual courses taken over the summer must be completed by August 15th. Special circumstances may be granted to begin a summer course in the Spring Semester or complete the course in the fall semester as long as the student does not already have eight scheduled courses in either semester. Educere provides up to four months to complete a semester course and nine months for a full year course. All grades will appear on the transcript unless notified by the student's parent within 10 days of receiving the final grade.

### **Grading**

All grading will be done through the course provider. Virtual and non-virtual courses taken outside of Chatham High School will not count toward a student's grade point average. Virtual and non-virtual courses will have a notation on the transcript that will indicate the course is not included in grade point average calculation. The alpha grade assigned by the provider will display on the transcript. Students may elect to not receive credit for a virtual course if they notify their counselor within 10 days of receiving the final grade.

Chatham High School updates transcript information two times per year. Coursework assigned a final grade by mid-January will appear on the mid-year transcript. Classes where grades are finalized by mid-May will be included on the end of the year transcript.

The one exception is homebound instruction. In that case, the Educere instructor will communicate the student's progress to the Chatham High School teacher of record, who will determine the student's final grade.

### **IEP and 504 Accommodations**

This medium of course delivery offers built in accommodations. Courses are self-paced allowing for extended time if needed in all lessons. Students have electronic versions of all course materials and may review those materials at their own pace. Some accommodations are not feasible in an online, self-paced course. It is understood that by deciding to take an online course you waive your right to accommodations in your plan that cannot be provided.

---