

Requesting a Virtual (PVS/FLVS) Course

1. Student/Parent requests the course on www.flvs.net
 - **If you do not have an FLVS account, visit flvs.net and ‘sign up’ (top left)**
 - ◆ ‘New Students Start Here’
 - ◆ Remember you are a Florida student, in Polk County, in public school
 - ◆ ‘Browse Course Catalog’ to request your course
 - ◆ Select your segments (same as semesters) 1, 2, or 1 & 2
 - ◆ Select your Franchise – Either FLVS (left) or Polk Virtual School (right)
 - FLVS courses are in addition to your 7 classes here at KHS
 - PVS courses are part of your schedule at KHS where you work on this class in a computer lab and from home
 - ◆ Select your ‘Start Date’ (could be the first date available)
 - ◆ ‘Add to Backpack’, continue...
 - ◆ ‘Create my account’ with your personal information including ways to contact you and your parent through email and phone
 - **If you already have an FLVS account, visit flvs.net and ‘log in’**
 - ◆ ‘Request New Course’ on the top bar
 - ◆ ‘Browse Course Catalog’ to request your course
 - ◆ Select your segments (same as semesters) 1, 2, or 1 & 2
 - ◆ Select your Franchise – Either FLVS (left) or Polk Virtual School (right)
 - FLVS courses are in addition to your 7 classes here at KHS
 - PVS courses are part of your schedule at KHS where you work on this class in a computer lab
 - ◆ Select your ‘Start Date’ (could be the first date available)
 - ◆ ‘Add to Backpack’, continue...
2. Return a completed ‘Virtual Course Registration Notice’ form to the Guidance Office. This form requires student and parent signatures and reinforces PVS/FLVS grading policy.
3. Your counselor will check to make sure you’ve requested the correct course and approve the course. On your FLVS account, your course will show CRC (course request complete).
4. PVS/FLVS will place you with a teacher. FLVS may take a few weeks. PVS may take only a few days. Continue to check your FLVS account for placement.



Kathleen High School

Virtual Course Registration Notice

Student's name _____ ID Number _____

Phone _____ Email _____ Counselor _____

1st Course Requested:

Semester(s) Requested (Select one): 1st 2nd Both

2nd Course Requested:

Semester(s) Requested (Select one): 1st 2nd Both

- I certify that I have set up a student account and registered for this PVS/FLVS class on the PVS/FLVS website.*

*I understand that it is my responsibility to complete the requirements within the guidelines of PVS/FLVS. The final course grade will be sent directly to KHS from the virtual school. All final grades will be posted to my student academic records. **I understand that my EOC score will be calculated into my final course grade for all EOC courses including Algebra 1, Geometry, Biology, Algebra 2 and US History.***

Please note: Life Management Skills is a general elective that does NOT satisfy the PE requirement necessary for graduation.

Parent's Signature _____ Date _____

Student's Signature _____ Date _____

This form must be returned to the counselor prior to course approval.

Guidance Use only

Date Approved _____

Counselor's Signature _____