

NORTH CAROLINA VIRUTAL PUBLIC SCHOOL

NC Virtual Public School provides courses that augment a school's course offerings. NCVPS is not degree granting but instead provides courses a student otherwise would not be able to enroll in at the student's school. These courses are for the independent student. Courses will be taught by a certified teacher in the subject in which they are certified to teach. Students will have access to instructors based on the office hours set up by the instructors. Students may take online courses from home, community centers, or other locations with appropriate hardware and Internet connection. Students may not take NCVPS courses on the school campus during the school day. NCPVS can only accommodate students currently enrolled in a NC Public School

The NCVPS Instructional Model

The NCVPS utilizes an online educational environment to provide increased educational opportunities to public school students across the state through an any time, any place instructional model. An anytime, anyplace instructional model accommodates scheduling flexibility, provides students opportunities to accelerate learning, extends student learning beyond the traditional school day, and offers credit recovery options to students throughout the year.

To accommodate student needs and provide optimal flexibility, NCVPS online offerings are designed for an appropriate combination of synchronous and asynchronous delivery, affording students access to their courses 24 hours a day, seven days a week. Through web-based, asynchronous tools, such as discussion boards, email, file exchange, collaboration groups, and online testing, student-centered learning communities are established to promote student engagement and active learning in the online environment. All courses are instructor-led to facilitate group interaction, differential instruction, project based and inquiry learning, while increasing student-student and teacher-student exchanges.

In addition to the asynchronous online format, synchronous tools, such as whiteboard, text-based chat, Net Tutor, and telephone or V.O.I.P. are utilized to provide real-time communication and additional support to online students. Instructors are required to establish weekly online office hours to support individualized instructional needs through whiteboard instruction; communicate with students via phone collaborative opportunities.

(Visit the NCVPS website (www.ncvps.org) for more information on a wide array of instructional materials)

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.

Student Enrollment Guidelines:

Students may take up to two NCPVS courses per semester (fall/spring and based on availability).
 Students may take up to two NCPVS courses in summer school (based on availability).

NCVPS courses may accommodate students:

- wanting to take courses not available locally
- wanting to take courses whose sections at the local school are already full
- who already have a full load and wish to take additional courses
- whose schedule does not permit taking certain courses during the school day
- whose special circumstances cannot be addressed locally
- who want to graduate ahead of schedule from school
- who may be suspended and in need of remediation

In addition, students may also register for additional services such as SAT or ACT test preparation as well as AP exam reviews. This service is provided to both students and teachers at no cost.

NCVPS Registration

The Student Registration System is composed of two separate registration systems that are linked together. Students and parents may access the web site to submit a student registration request for enrollment. The NCVPS Distance Learning Advisor will authorize the request and enroll the student in the requested course.

1. Students must consult with their school counselor to determine if an independent online course is a right fit for them.
2. Students must complete the dual enrollment form and receive prior approval from the principal before beginning the registration process for a NCVPS Course.
3. Students must visit the NCVPS website (www.ncvps.org) to obtain information on the following:
 - a. Course Offerings and Course Descriptions
 - b. Minimal Computer Requirements
 - c. Internet Browser Test
 - d. Frequently Asked Questions
 - e. Help Form
 - f. NCVPS Student and Course Registration
4. Students should complete the Student Registration Process online

5. Once the student registration process is completed, a request is forwarded to the school's NCVPS Distance Learning Advisor. The NCVPS Distance Learning Advisor will authorize the enrollment and attach a copy of the Student Application Overview form to the dual enrollment form.
6. Students will receive a confirmation letter in writing or via email reporting the student's enrollment in the selected NCVPS course.
7. Prior to the start of the course, the student and the student's guardian will participate in an orientation telephone call. The telephone call adds a personal element to the virtual learning environment. The call verifies the student has prepared for the course by successfully completing the online student tutorial.
8. Information is available on the website on Instructor Online Office Hours, Net Tutor, The Parent and Student Orientation Process and the Communication Network.

Rising 9th Graders (Current 8th Graders)

Rising ninth graders who plan to take a summer course for high school credit must talk with their middle school counselor for guidance in their course selection process. When a decision is reached to register for an online course through NCVPS, the student and parent will complete the Dual Enrollment form. The Dual Enrollment form should be faxed to the Dean of Student Services at Leesville Road High School. The high school principal will then make the decision of approving or denying the course request(s). If approved, the student and parent will go online to www.ncvps.org and enter Leesville Road High School as the primary school of record and automatic six digit code. The NCVPS will send an email directly to the high school NCVPS Advisor who will then approve the course registration.

Special Needs Students

If a student has an IEP, 504 or LEP plan requiring modifications to the instructional environment, the NCVPS representative will discuss additional support necessary to accommodate the modifications. This will require a meeting to amend the IEP, 504 or LEP to include the online learning environment and necessary modifications. The student's enrollment will be processed after the amendments have been made.

Summer School 2007

The NCVPS will offer a 2007 Summer Term program.

May 1 – Course start date	NCVPS Summer School Registration
June 11- August 3	Accelerated Program (8 weeks)
June 15 - July 20	Credit Recovery Program (5 weeks)

NCVPS 2007-2008 Academic Year

The NCVPS 2007-2008 Academic Year accounts for 90 days (18 weeks) of student instruction per semester. Student progress reports will be provided to students and schools every 4-½ weeks.

May 1-Course start date	Registration
August 27 – May 29	Year-Long Courses
August 27 – January 14	Fall Semester Block Courses
January 15 – 18	Exams & Semester Break.
January 22 – June 4	Spring Semester Block Courses

Cost

There is no cost to the participating school or student.

Course Credit/Grades

When the approved course is successfully completed, credit is transferred to the local school for placement on the student's transcript. All NCVPS course grades are final upon receipt of them by

Leesville Road High School. Quality points will be calculated as defined in the Wake County Public School System High School Program Planning Guide. The student's official transcript will include this course's grade, and it will be used in calculating GPA, class rank, and credits toward graduation.

A course taken for recovery credit will be entered on the student transcript along with the initial course failed. Both courses are on the student transcript to accurately reflect course history.

Withdrawal Policy

NCVPS will administer uniform standards for all NC students enrolled through NCVPS. A ten-day drop/add period is permitted for all NCVPS courses. If a student withdraws after the ten-day period a failure (WF) is noted as the grade, and the course is counted as a course attempted with no quality points earned.

Assessment

Leesville Road High School assumes the responsibility for test administration for EOC, VoCAT and AP testing. Upon request the school will provide NCVPS with the student's score. In addition, Leesville Road High School assumes responsibility for students taking NCVPS AP courses with regard to ordering and paying for AP exams. NCVPS will reimburse the school the cost of ordering the exams for all students who took their AP course with NCVPS.

There may, on occasion, be other NCVPS course exams that will need to be administered at the Leesville Road High School campus. The Distance Learning Advisor will make arrangements for student testing if the need arises.

Distance Learning Advisor

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