

# SC Virtual School Information

## 2011-2012

Wando High School SCVS Contact: (843) 881-8187 or [Fronde\\_Stille@charleston.k12.sc.us](mailto:Fronde_Stille@charleston.k12.sc.us)  
**Spring/Winter Registration:** November 28<sup>th</sup> (after 9am) to December 2<sup>nd</sup>: **Classes Begin** January 9<sup>th</sup>

Final Exam must be proctored/monitored by SC Certified Teacher and taken on the dates specified by SCVS.  
Final Exam Dates: April 23<sup>rd</sup> & 24<sup>th</sup>

### Process for creating an account with SCVS: (This has to be done prior to course registration)

1. Go to: <http://scvspconnect.ed.sc.gov>
2. Under the "Student" tab, click "Apply Here"
3. Click "Students Apply here to take a course with the SCVS program"
4. Complete the information as directed.
  - a. Your SUNS ID is \_\_\_\_\_
  - b. Be sure to choose Wando from the drop down list. **Do not type your school information into the box.**
  - c. You will enter your email address so your username and password can be sent to you.
  - d. Select "Fronde Stille" from the "Select Guidance Counselor" drop down menu.
5. During the process you will be emailed your username and password: WRITE IT DOWN!

### Process to register for a SCVS Course:

- Remember, you can only request courses during the registration/enrollment period/dates specified by SCVS.
- Once you have creating your account and registration has opened you can request your course(s). Log into your account. Click on the blue "Request New Courses" button on the left hand side. Read the "Important Course Request Information", then click the "I have Read and Understand" button at the bottom of the page.
- Click the blue "Request First Course" button. Select the appropriate subject area form the drop down list. Find the course you want to take and click the "select" tab. **IMPORTANT:** Make sure you sign up for the correct course. **CR** is for Credit Recovery ONLY (meaning you failed the course with a 61-69). If this does not apply to you, sign up for the **CP** course. If there is not an option to choose "select" then the course is not available. Follow the steps to complete your course request.
- You can print the "Course Request" pages, have your parent sign it and bring the copy to guidance **OR** your parent can create a "guardian account" (instruction are on back page). Your parent **does not** need to do both the paper version AND the electronic version, one version is sufficient.
- After you request your course(s), wait 24 hours and then take the "Technology Assessment". On the Dashboard, (the first screen when logging in to your VSA account) there will be a link to the Technology Assessment. Note the "enrollment key" on the Dashboard you will need to take the test. Click the link. Enter your SCVS username and password. Take the test. When finished, print out a copy of the certificate that shows your score and bring it to the guidance office, or you can save the certificate as a PDF file and email it to [Fronde\\_Stille@charleston.k12.sc.us](mailto:Fronde_Stille@charleston.k12.sc.us)
- Your course request will be received through Wando's SCVS account. Once your parent/guardian has approved the course (either electronically or when you turn in the printed/signed "Course Request" page) "Guidance" approve will be given electronically. **REMEMBER**, Guidance approval can NOT be done prior to parent/guardian approval. **Additionally**, "parent/guardian" and "guidance" approval does not guarantee placement into a course. SCVS enrolls students on a "first come, first serve" basis.
- Once your course request is complete, you should monitor your account daily to see if you have been enrolled in the class. If you are assigned a classroom there will be a yellow X under the classroom assigned column. Again, check for messages on your SCVS account daily for a message(s) from your teacher. You will **not** be contacted via your email address by your teacher.

## Applying for Parent/Guardian Account:

- Obtain your student's username and password for his/her account. You will need it as you apply for a guardian account.
- Make sure your students account is logged out completely.
- Go to the website <http://scvspregister.ed.sc.gov>. This is a direct link to Virtual School Administrator (VSA).
- Click on the blue "Apply for Parent Guardian Account" button on the webpage and follow the directions from there.
- You will then be given a username and password, log in. Scroll to the bottom of the page, where you will see the course requests, and then click the "Approve Course" button. (If you approve the course on line you do not need to submit the "Course Request" form). With a Parent/Guardian account, you can also monitor your student's progress and receive messages from their teacher(s).

**\*\*\*Final Exam: Final exams MUST be taken on the dates established by SCVS. Refer to the "Dates and Deadlines Matrix" on the SCVS website for exam dates.** Exam must be proctored/monitored by a SC certified teacher/guidance counselor. Contact your SCVS Wando sponsor if you have questions about final exam administration. For courses that have a State Mandated End of Course (EOC) exam, the EOC will count toward 20 % of your final grade in the course. The EOC will be taken at Wando. Contact the Wando EOC coordinator or SCVS Wando contact with any questions.

## **Some "Frequently Asked Questions"**

### ***How does an online course work? Do I work at my own pace?***

At any hour of the day, students open the <http://scvspconnect.ed.sc.gov> website, log into their class, work on assignments and projects then submit work to be graded. Teachers evaluate student work and send back grades and comments. Teachers and students also communicate by phone, messaging, Elluminate, and SKYPE to check on progress or answer questions. While students are welcome to work ahead, they must maintain a minimum pace and turn in the required weekly assignments to remain in the course. **If students do not remain on scheduled pace during the first 10 days of the course, they will be dropped by the teacher with no grade and no penalty. If a student stays in the course beyond 10 days and then stops working in the course, a grade of "Withdrawn Failing" is issued.**

***How many SCVSP classes can I take?*** According to the SCVSP Program Guidelines, students may take three credits per school year (from August to July) for a total of twelve credits in a high school career. We recommend that students take no more than one or two SCVSP classes if they are taking a full load in traditional public, private, or home school. One course is the recommendation for the summer term.

### ***What if I fail an SCVSP course? Will it hurt my GPA?***

Yes. Your SCVSP courses will affect your GPA. They count like the courses you take in a "brick and mortar" school. The SCVSP complies with the South Carolina Uniform Grading Policy, just like all SC public schools do.

### ***Does everyone who applies for an SCVSP course get to take the course?***

SCVSP enrollment is first-come, first-served. We have predetermined registration periods (see our **Dates and Deadlines Matrix**) and take student registrations until the end of the registration period. Students are then placed in classes on a first-come, first-served basis. Students who are not placed in a class for the enrollment period that they request, but, who have a complete registration, are placed on a waiting list and will automatically be placed the next available course. **Please note that this may be the next enrollment period.**

### ***I have finished my online course. How will my final grade be processed?***

You will be notified of your final course grade in VSA. Next, your guidance counselor at your sponsoring (home) school will retrieve the grade online through his/her SCVSP Sponsor account. He/she will then record the grade on your high school transcript. Provided you pass the course, you will receive a unit of credit for the course. You will not receive a mailed copy of your grade. It is transmitted electronically.