Walled Lake Consolidated Schools
FLEX Classes

Course Registration

1. After meeting with his/her counselor, student must complete and return all paperwork to the counseling office.
2. Counselor will give student a copy of all the enrollment paperwork.
3. Student must bring copies of all the paperwork and give the paperwork to their FLEX TEACHER at Walled Lake Western, during the times listed in the enrollment packet.

For Office Use Only:

Student Name:________________________
Course(s) Requested:________________
Semester Requested:________________
Counselor met with student, advised him/her on appropriate class, and gave enrollment packet to student on _________________.
Student returned completed paperwork to counseling office on _____________.
Student was advised to meet with their FLEX instructor on ________________.
Walled Lake Consolidated Schools

FLEX SCHEDULE

Student and Parent Agreement

Student Name: _____________________ E2020 Course Title: _____________________ Hour _____

Student email: _________________________________ Parent email: _____________________________

Student Phone: _________________ School: _______________ Counselor: _______________________

Student is: _____repeating the course or _____ taking for the first time

*Classes taken via E2020 will not count toward NCAA accredited courses*

Online learning presents challenges that are different from the face-to-face classroom experience. This form of learning requires a high degree of self-discipline and motivation, the ability to keep up with ongoing, sometimes very demanding expectations without the constraints of a fixed time and place setting, and the ability to deal with isolation that may occur from this form of individual learning.

**To be successful in an online class, a student must be a self-starter with a strong sense of direction and the ability to set goals and follow through.** A successful online student will work independently, stay on task and maintain a regular schedule of logging on and keeping up with readings, course assignments, homework and other expectations. The content of online courses is generally as rigorous as that found in a face-to-face classroom course. An online class is different, not necessarily easier or harder, and the added factor of self-motivation and self-discipline may cause additional challenges.

**It is ESSENTIAL that you understand these factors before you proceed with an on-line course.**

(Student must Read and Initial each line acknowledging understanding)

Students will be subject to the E2020 guidelines. In addition, students will be subject to the requirements and conditions that are established by Walled Lake Consolidated Schools for student participation in an online course. Students will also be expected to participate in an on-line course for the duration of the period it is offered, regardless of the school calendar. With building principal approval, this may also apply to alternative on-line providers.

____ Students will be subject to the Walled Lake Consolidated Schools Technology Usage Policy and Acceptable Use Policy (AUP). An AUP contract, signed by a parent or guardian and student, must be on file.

____ Students will be issued a password account for the duration of the on-line course. Students may access their account during their assigned on-line course period to communicate about on-line coursework only.

____ Existing school policies on cheating or fraud will apply to online classes. Some online classes will require that exams and tests be given in the school setting and be proctored by the onsite teacher. The same policies that are applicable to cheating and dishonesty issues will apply to students in the online environment.

____ It is the expectation of Walled Lake Consolidated Schools that a student will conduct him/herself in compliance with all student rules and regulations, even if the student is taking the online class in another setting. If inappropriate behavior is reported while a student is participating in an online course, the school code of conduct will be enforced.

**FLEX Courses**

(Read and Initial each line acknowledging understanding)

____ 1. These courses replace others in the regular school day.

____ 2. Students are required to complete the course within the semester timeline.

____ 3. Students will be subject to regular school procedures for dropping an online class.

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4. Students will be subject to the student conduct code while working online.

5. School personnel will be the primary person responsible for the evaluation process of each student. Final grades will be delivered to the school as a percentage using the district grading scale.

6. The school is not responsible for the daily progress of the student. Grades will be posted in Skyward, and parents can view grades using their students’ E2020 accounts; the progress report is located on the Lobby screen.

7. Students are responsible for obtaining any needed supplies required for the course. When students come to the regular classroom, headphones are required to minimize distraction.

8. All assignments must be completed. A student may not move forward in a course until each assignment is completed.

9. After creating a schedule with a school counselor, students must register in person with the E2020 instructor within a week of submitting this paperwork to their counselor. During this time, the instructor will explain guidelines and give suggestions for success in addition to providing students with usernames and passwords. Students who fail to register with their instructor will not have access to E2020.

10. Although attendance is flexible for most of the semester, students MUST appear for attendance on Count Days (the fourth Wednesday after Labor Day and the second Wednesday in February), AND once during the first week of each month thereafter. Failure to appear for attendance may cause a student to lose FLEX privileges and fail their course(es).

We have read and understand and agree to all the rules and conditions of the Flex 2020 / Walled Lake Consolidated Schools Student and Parent Agreement.

**Student Acknowledge and Understanding:**
I have read, understand and acknowledge all the expectations and the policy as set forth in this document. I agree to abide by the guidelines stated.

_________________________________________________  ______________
Student Signature  Date

**Parent/Guardian Acknowledge and Understanding:**
I have read and understand the student policy and stated expectations for my child and agree to support the Flex Education Program expectations. I understand that participation in my child’s education will help determine his/her likelihood of success in the program. Therefore, I will monitor and support my student in his/her studies. I agree to be accessible and readily available to the instructor to discuss my child’s progress and development. I understand time management and attendance is vital to my student’s success. I understand acceptance into this program is a privilege and my child must maintain the contracts and program policies in order to remain enrolled. Failure to follow these policies may result in dismissal from the program.

_________________________________________________  ______________
Parent/Guardian Signature  Date

File: CA-60

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Online learning presents challenges that are different from the face-to-face classroom experience. This form of learning requires a high degree of self-discipline and motivation, the ability to keep up with ongoing, sometimes very demanding expectations without the constraints of a fixed time and place setting, and the ability to deal with isolation that may occur from this form of individual learning.

To be successful in an online class, a student must be a self-starter with a strong sense of direction and the ability to set goals and follow through. A successful online student will work independently, stay on task and maintain a regular schedule of logging on and keeping up with readings, course assignments, homework and other expectations. The content of online courses is generally as rigorous as that found in a face-to-face classroom course. An online class is different, not necessarily easier or harder, and the added factor of self-motivation and self-discipline may cause additional challenges.

All Flex Students MUST report to their Instructor on the following days:

1. Students must register in person with the E2020 classroom teacher during the first week of the semester or within one week of registering for the class. During this time, the classroom teacher will explain guidelines and give suggestions for success in addition to providing students with usernames and passwords. Students who fail to register with a classroom teacher will not have access to E2020.

2. Although attendance is flexible for most of the semester, students must appear for attendance on Count Days (the fourth Wednesday after Labor Day and the second Wednesday in February), and once during the first week of each month thereafter. Failure to appear for attendance may cause a student to lose FLEX privileges.

**Student Acknowledge and Understanding:** I have read, understand and acknowledge all the expectations and the policy as set forth in this document. I agree to abide by the guidelines stated.

Student Signature ___________________________ Date ________________

**Parent/Guardian Acknowledge and Understanding:** I have read and understand the student policy and stated expectations for my child and agree to support the Program expectations. I understand that participation in my child's education will help determine his/her likelihood of success in the program. Therefore, I will monitor and support my student in his/her studies. I agree to be accessible and readily available to the instructor to discuss my child's progress and development. I understand time management and attendance is vital to my student's success. I understand acceptance into this program is a privilege and my child must maintain the contracts and program policies in order to remain enrolled. Failure to follow these policies may result in dismissal from the program.

Parent/Guardian Signature ___________________________ Date ________________

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