

Students enrolled in the Clarenceville School District in grades 5-12 are eligible to enroll in an approved online course. An online course is a "...course of study that is capable of generating a credit or a grade, that is provided in an interactive internet-connected learning environment, in which pupils are separated from their teachers by time or location or both, and in which a teacher who holds a valid Michigan teaching certificate is responsible for determining appropriate instructional methods for each pupil, diagnosing learning needs, assessing pupil learning, prescribing intervention strategies, reporting outcomes, and evaluating the effects of instruction and support strategies."

With the consent of the student's parent or legal guardian and school counselor (grades 9-12) or school principal (grades 5-8), a student may enroll in up to two online courses as requested by the pupil during an academic semester/trimester. Consent of the parent or legal guardian is not required if the student is at least age 18 or is an emancipated minor.

The Clarenceville School District may deny a student request to enroll in an online course for the following reasons:

1. The student has previously gained the credits provided from the completion of the online course;
2. The online course is not capable of generating academic credit;
3. The online course is inconsistent with the remaining graduation requirements or career interests of the student;
4. The student does not possess the prerequisite knowledge and skills to be successful in the online course or has demonstrated failure in previous online coursework in the same subject; and/or
5. The online course is of insufficient quality or rigor.

If the Clarenceville School District denies a student enrollment because the online course is of insufficient quality or rigor, the district shall make a reasonable effort to assist the student to find an alternative online course in the same or similar subject that is of acceptable rigor and quality. The student and his/her parents may appeal the denial by submitting a letter to the superintendent of the Oakland Intermediate School District at 2111 Pontiac Lake Road • Waterford, MI 48328-2736. A response to the appeal must be issued within 5 days after it is received.

Students may select courses from the statewide catalog of online courses. The Clarenceville School District will pay up to 1/12<sup>th</sup>(semester) or 1/18<sup>th</sup> (trimester) of the district's foundation allowance or per pupil payment as calculated in the State School Aid Act for a semester/trimester course. The cost of an online course includes the direct expenses associated with enrollment/tuition fees, including required course materials such as learning kits or textbooks.

A student enrolled in an online course will be provided the same rights and access to technology as all other pupils enrolled in the Clarenceville School District.

The Clarenceville School District will grant appropriate academic credit for successful online course completions and will count that credit toward completion of graduation and subject area requirements. Virtual courses will not be used to graduate early. Virtual classes will be noted on the transcript as it appears in the online course syllabus and will count towards the GPA.

Students are limited to two online courses per academic semester/trimester during the regular school year. Courses taken outside of the regular school year require pre-approval and are not eligible for payment by the district. Students will be counted as full time students however; students' in-class, traditional scheduled hours will be reduced by the number of courses that are being taken virtually. Transportation to and from school at off-scheduled hours will be the responsibility of the student's parents/guardians.

Pre-approval must be obtained using the Clarenceville School District Virtual Course Authorization and Notification Form. Approval process may take up to four (4) weeks. Applications must be approved by May 1 for first tri/semester courses and November 1 for second tri/semester and third trimester courses.

Completing a virtual class offers no guarantee that a student's regular schedule can or will be amended.

Adopted \_\_\_\_\_

M.C.L. 388.1621f