

Denton High School
Summer/Fall 2012
Student and Parent/Guardian Pre-Assessment

Technology Skills and Access

Students taking online courses will need reliable access to the Internet, hardware, and support. Rate your technology skills and access on a scale from 1-5, with 1 = No, and 5 = Yes

___ I have consistent access to a computer, printer, and the Internet at home during the summer.

___ I know how to access a website URL, login into a secure site, and navigate in browsers such as Explorer or Firefox.

___ I can cut and paste text information.

___ I know how to use chat, email, and discussion groups.

___ I know how to do Internet research.

___ I have someone at home to help me if I have technical problems.

___ My home computer has word processing and spreadsheet software such as Microsoft Word and Excel and I know how to use this software.

___ I can download additional software or plug-ins for my course if needed.

___ Technology access at my home meets or exceeds what is needed for this online course. Technology specifications are available in the TxVSN catalog.

___ I can utilize Help documents, read directions from the screen, and troubleshoot my home computer.

Score _____

Technology skills can be learned so "low" scores may indicate you need to improve your technology skills before you start an online class. Consistent computer and reliable Internet access is a must!

Online Learning Student and Parent/Guardian Agreement Summer 2012

Course Title	Course Provider	Start Date	Course End Date	Drop Date*

Both student and the parent/guardian understand:

- It is understood that the student has a scholarship for the course; as a result, both the parent/guardian and the student will make every effort to see that the course is completed successfully.
- Once enrolled in the online course, the student must stay in the course and complete it by the target end date. If the student needs to drop a course, he/she must notify the local district contact, Name , no later than the drop date noted above. Email or call .
- It is understood that the online course is a graduation requirement and may impact GPA and other eligibilities.
- When taking dual credit courses, a higher education transcript is created for the student even if the course is dropped. Students must follow the policies and procedures of the higher education institution and are treated as if they are college or university students.
- It is understood that the student will need to work on the course throughout the summer.
- It is understood that parent/guardian contact information will be shared with the course provider selected. The provider *may* contact the parent/guardian as well as the local campus if issues occur.
- The student's local school district will award or not award credit based on the grades received from the course provider.
- Student must have consistent access to technology and the internet to complete the course successfully.
- It is understood that exams must be proctored by an adult designated by the student's district. The district may require the parent/guardian to arrange transportation of the student to a district-designated location for proctored exams.
- The parent/guardian will mentor and monitor the student's progress while the student is taking the online course.
- The student will promptly inform the online instructor, parent/guardian, and the local campus contact if experiencing difficulty (technical, academic, informational).

Student Signature _____

Student Email _____

Student Phone _____

Parent/Guardian Signature _____

Parent/Guardian Email _____

Parent/Guardian Phone _____

Parent contact may be entered in the TxVSN system as a secondary contact when students are registered through the TxVSN system.

What happens next? Summer 2012

Enrollment in TxVSN course and what happens next...

- The local district contact, often a counselor, enrolls and approves student.
- Student receives email from the online course provider selected.
 - Student should **carefully** read this email and follow the instructions prior to the course start date.
 - Should a student have any difficulties, please contact the course provider or your campus first. If unable to reach the course provider, contact TxVSN Help Desk at 1-866-938-9876 for assistance.
 - Due to FERPA requirements, the TXVSN will be unable to assist parent/guardians unless the local school district has designated them as a summer contact, as well as, entered the parent/guardian contact data in the TXVSN system.
- **Need to drop a course?** Be aware of the drop policy pertaining to your online course. Please notify via email: (1) your online instructor; (2) your local district contact; and (3) txvsncentral@txvsn.org. Please include your full official name, school district, and the name of the course you want to drop. Your local district contact must approve the drop.

Create student account on TxVSN website

Go to www.mytxvsn.org and create a TxVSN student account. **NOTE:** This is **not** the same account you will use for your TxVSN course!

- Additionally, TxVSN needs your input on a statewide wish list of courses. Should you choose to participate in this voluntary opportunity, all responses shared will remain confidential.
- View a short video about the Texas Virtual School Network (TxVSN).
- The student and parent will receive a course survey at the end of the semesters