

Pasadena Virtual School

Student Contract

2007-2008

The Pasadena Virtual School (PVS) is a means to offer students an opportunity to participate in online learning provided through the district's sponsorship. Because online learning represents a non-traditional learning experience there are certain expectations for students enrolling in these courses. This contract is intended to present to students and their parents the standards expected for enrollment in PVS online courses.

As a student registering for a PVS course, I am aware that, in addition to the policies and requirements of my school/district, I am expected to comply with the following standards:

1. The Internet will be appropriately used as outlined in the course materials; inappropriate use of the Internet will not be tolerated and may result in the loss of the student's rights to participate in the course.
2. Appropriate language and message content is expected at all times (teachers may retrieve and print student work, comments, and messages at anytime).
3. Students are expected to adhere to the following procedures:
 - a. Students must communicate with the teacher on a daily basis (4 out of 7 days a week).
 - b. Students must use course materials in an authorized and appropriate manner.
 - c. Students will be expected to follow other rules specified by the PVS teacher and/or their school.
4. There will be a mandatory Face to Face final that must be proctored by the course instructor.
5. Students are responsible for providing their own computer with an internet connection and with Microsoft Office 2003 or earlier installed on the machine.

Students who fail to comply with the above conditions are subject to:

First Offense: The student will be given an email warning and his/her parents and the local school will be notified by letter of the offense.

Second Offense: The student WILL BE removed from the course.

Severe Misconduct: The student will be removed from the course without regard to whether this is a first or second offense. (The Pasadena Virtual School administrator and the school/district's representative are the judges of severe misconduct.)

Once the course has started there are no refunds for any reason. There is a **ten-day** window from the start of the courses in which students can withdraw with no grade. If a student drops the course after ten days, the student will receive an F in the course.

I have read the policies and agree to this Student Contract. **I also understand that until this contract is received I will not be registered in the Pasadena Virtual School.**

Student Signature

Date

Parent Signature

Date