

FRANCIS HOWELL SCHOOL DISTRICT MOCAP (VIRTUAL EDUCATION) REQUEST FORM

Student's Name: _____ Grade: _____ School: _____

Student ID: _____ Semester Requested: _____

Eligibility Requirements:

1. The family must be a resident of the Francis Howell School District.
2. The student must first be enrolled in a Francis Howell school (Under Missouri House Bill 1552, depending on the virtual provider and the number of classes chosen, the student may have to transfer to the district that hosts that virtual provider).
3. Student must have parent/guardian approval if under 18 years of age.

Application Procedure:

1. Student or student's parent/guardian make a request for online education.
2. Student and student's parent/guardian discuss online education with the school counselor or principal. In-person instruction must be discussed and considered before families apply for virtual school.
3. Student and student's parent/guardian are made aware of mandated participation in state assessments, completion of ICAP, and online education expectations.
4. Student, student's parent/guardian, and counselor complete Sections A, B (if applicable) and C.
5. ICAP (Four year plan) is completed with high school student and counselor.
6. Submit application to curriculum@fhdschools.org.

Does the student have an IEP or 504 plan? _____ YES _____ NO

If yes, an IEP/504 team meeting must be scheduled to determine placement prior to approval or denial of application. Date of IEP/504 plan meeting: _____

Online Education Request:

Section A: Full Time Virtual Schedule _____ YES _____ NO - Go to Section B

Full schedule with LAUNCH (FHSD's preferred provider) - Students selecting this option will be able to maintain their enrollment status in FHSD and will be eligible for MSHSAA activities.

Full schedule with a "hosted" virtual provider (see "MOCAP Providers with Hosts" at <https://mocap.mo.gov/>) **Under Missouri House Bill 1552 (effective 8/28/2022), if selecting one of these programs hosted by a Missouri school district, then a full-time virtual student will have to transfer to that district.** The student will no longer be an FHSD student, will not be eligible for MSHSAA activities, and must abide by the graduation requirements and expectations of the hosting district. The only exception to the transfer rule would be if the chosen provider is LAUNCH, which is operated by Springfield Public Schools. If choosing this option, please enroll directly with the vendor.

Full schedule with a non-hosted virtual provider or a mix of providers - Students selecting this option will be able to maintain their enrollment status in FHSD and will be eligible for MSHSAA activities.

Section B: Part Time Virtual Schedule _____ YES _____ NO

Partial Schedule – Some traditional face-to-face courses, some online courses adding up to a full schedule**Partial Schedule** – Some courses online, not equivalent to a full schedule (*Home school letter or part-time attendance request must be completed with the school counseling office*).**Partial Schedule** – Taking fewer than 7 courses at a time, but will complete 7 courses before the end of the semester (*For example, taking 2 courses during 1st of semester month, taking 2 courses 2nd month of semester, etc. If this is the case, please denote begin date and end date on course requests below*)

Section C: Online courses requested (please complete with the school counselor):

Course #1:	Begin Date:	End Date:
Course #2:	Begin Date:	End Date:
Course #3:	Begin Date:	End Date:
Course #4:	Begin Date:	End Date:
Course #5:	Begin Date:	End Date:
Course #6:	Begin Date:	End Date:
Course #7:	Begin Date:	End Date:

Preferred Virtual Learning Platform: _____

If left blank, student will be enrolled via Launch platform.

I understand and agree to the policies, procedures and regulations established by the Francis Howell School District regarding MOCAP participation.

- Students enrolling in middle school English Language Arts, Mathematics, and 8th Grade Science courses during second semester are required to attend school to complete the MAP grade level assessments.
- Students enrolling in Algebra I, Algebra II (if Algebra I was completed in middle school), Biology, English II, and Government during second semester are required to attend school to complete End of Course assessments.
- Students enrolling in Government must attend school to complete the Missouri and US Constitution assessments.
- Students enrolling in high school Health must attend school to participate in hands-on CPR training or be able to present a certificate demonstrating CPR proficiency.
- Students dropping an online course after 10 days will earn an F in the course.
- The District may deny or terminate a student's participation in virtual instruction if it can be demonstrated that virtual instruction is not in the best interest of the student.
- Current virtual students who wish to continue must re-enroll in virtual instruction every year. An application approved for the 1st semester will carry over into the 2nd semester.

REQUIRED:

Does the student participate in a MSHSAA sponsored activity? If yes, the Activities Director signature is required. **Failure to be enrolled in six (6) credited classes will make a student ineligible to participate in MSHSAA Activities (Examples: Sports, Band, Choir).**

☐ Yes ☐ No

REQUIRED:

Does the student intend to compete in an NCAA sport after high school? If so, then the student will need to take virtual courses that are NCAA approved. Students and families are ultimately responsible for ensuring that their virtual courses are NCAA approved.

☐ Yes ☐ No

Student signature: _____ Date: _____ Act. Director Signature: _____ Date: _____

Parent signature: _____ Date: _____ Principal: _____ Date: _____

Counselor signature: _____ Date: _____ Director: _____ Date: _____

_____ Approve

_____ Decline