

**School District of Onalaska
Academic and Career Plan
Online Course Request**



**OHS students may take online coursework through Wisconsin Virtual School (WVS)
OR other programs using this application.**

Eligibility:

1. 2.5 or higher cumulative GPA.
2. No truant periods between application due date and the start of the course.
3. The requested course must connect to the goals in the student's Academic and Career Plan.
4. The requested course must not duplicate a current OHS course offering unless administratively approved.

Procedure:

- Student and parent reviews online course options at <https://www.wisconsinvirtualschool.org/courses/> to select a course
 - WVS also offers AP courses
 - Online courses offered by programs other than WVS will also be considered
- Complete ACP Online Course Request form (**front and back**) and return to OHS school counselor by
 - March 1 for fall semester
 - October 1 for spring semester
- OHS Credit Review Committee will review all requests based on student eligibility requirements and make approval decisions

Considerations:

- Online courses require a self-motivated learner who enjoys working independently
- The student will comply with the eligibility requirements, timelines and deadlines of the online program (eg: WVS)
- It is the responsibility of the student and parent to monitor progress in an online course
- Tutoring support from district staff may not be available for students taking online courses. The student should work directly with the online program for academic support for these courses
- The grade the student earns in the course will be posted on his/her transcript and credit will be awarded in semester credits
- If a student withdraws from the course after the drop date established by the institution offering the online course, he/she will earn a F on his/her transcript unless otherwise determined by the building principal
- The student/parent/guardian will be required to reimburse the school district for tuition and materials if the student fails or fails to complete the course
- Approval for online coursework may be revoked up to the first day of the course

Based on the above considerations, we support pursuing the online course applied for on the next page.

Student signature

Date

Parent/guardian signature

Date

(Student complete form on opposite page.)

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Student Information

Student name: _____ **Current grade:** _____

Semester applying for (circle): Fall Spring **School year:** _____

Name of the course(s) requested: _____

Name of institution offering course: WVS or Other: _____

What are your current career and post-secondary goals?

How will this online course assist you with these goals now and in the future?

4 STEP CAREER DECISION MAKING PROCESS - Student complete this section in full

STEP 1 - Knowledge of Self (interests, likes/dislikes, abilities, talents, strengths/weaknesses, values, goals)

STEP 2 - Knowledge of Career (pros and cons of this career)

STEP 3 - Steps Toward Making a Match (check any and all opportunities you have completed to explore this career)

___ Student has researched the career on Xello or other career information source

___ Student has job shadowed

When: _____ With whom: _____ Location: _____

___ Other (please list): _____

STEP 4 - Preparation for the Career (OHS courses or activities that help you prepare for this career)

<u>I have taken</u>	<u>I am currently taking</u>	<u>I will take in the future</u>