Scheduled Virtual Learning Guidelines and Agreement
Bloomfield Hills Schools

MDE Section 21f for Virtual Learning Requirements

- *"If a pupil successfully completes a virtual course, the district shall grant appropriate academic credit for completion of the course and shall count that credit toward completion of graduation and subject area requirements.*
- *A pupil's school record and transcript shall identify the virtual course title as it appears in the virtual course syllabus. A district is not required to pay toward the cost of a virtual course, an amount that exceeds 6.67% of the minimum foundation allowance for the current fiscal year as calculated under Section 20 of the State School Aid Act (MCL 388.1620). Virtual/Online Learning during the school day*
- *A pupil **may enroll in up to two virtual courses** as requested by the pupil during an academic term, semester or trimester. A pupil may be enrolled in more than two virtual courses in a specific academic term, semester, or trimester if: The primary district has determined that it is in the best interest of the pupil."*

BHHS Guidelines for Scheduled Virtual Courses

- ***Pre-approval is required*** for classes by the counselor and administrator of the student to be accepted for credit. And the district will pay a pre-approved amount for the course. This is done through the student's counselor.
- Bloomfield Hills Schools will register students for all approved courses during the school day.
- Grades earned in an approved online course will count toward the student's GPA.
- Approved virtual courses during the school day cannot be used for grade replacement or credit recovery.
- Not all course providers, even of approved courses, are NCAA-approved; ***it is the student's responsibility to verify if the course is NCAA-approved before registration.***

BHHS Requirements of Students

- The course will be taken as part of the student's scheduled school day
- The student is required to work in the virtual learning lab (or other assigned space on the school campus) during the scheduled class period. Students may work remotely in rare circumstances and with administrative and parental approval. Additional parameters will be placed on the student if working remotely.
- The student is responsible for monitoring their progress and must complete each virtual course by the virtual provider's semester deadline. Deadline extensions are not available. Failure to complete the course within the designated time frame may impact their ability to take a virtual course in the future.
- The grade earned will be recorded on the student transcript.
- AP or IB Courses: If Bloomfield Hills Schools does not offer the course in person, students are responsible for coordinating with another district or testing center to take the AP or IB exam.

Adopted by the Collaborative High School Administration Team on May 7, 2024.

Scheduled Virtual Learning Agreement Form

Bloomfield Hills Schools

Student Info	Last Name	First Name	Student Phone
	Birthdate	Student Email	Graduation Year
Address	Number and Street	City, State, Zip	
Contact Info	Parent/Guardian Email		Parent/Guardian Phone

Virtual Course Information (up to 2 courses)

Virtual Course #1 Name: _____ **Start date (mm/dd/yy):** _____**End date:** _____

Provider: _____ **Reason for taking the course:** _____

Virtual Course #2 Name: _____ **Start date (mm/dd/yy):** _____**End date:** _____

Provider: _____ **Reason for taking the course:** _____

Agreement: I understand ...

- the course will be part of my scheduled school day
- I am required to work in the virtual learning lab (or other assigned space on the school campus) during the scheduled class period. I may work remotely in rare circumstances and with administrative and parental approval. Additional parameters will be placed on me if working remotely.
- I am responsible for monitoring my progress and must complete each virtual course by the virtual provider's semester deadline. Deadline extensions are not available. Failure to complete the course within the designated time frame may impact my ability to take a virtual course in the future.
- the grade earned will be recorded on my transcript.
- for AP or IB Courses: If Bloomfield Hills Schools does not offer the course in person, I am responsible for coordinating with another district or testing center to take the AP or IB exam.
- my signature below indicates that I understand and will abide by the requirements above.

_____ _____ _____ _____

Student Signature **Date** **Parent/Guardian Signature** **Date**

Counselor Signature indicates approval: _____ Date _____

Administrator Signature indicates approval: _____ Date _____

Student registered on _____

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