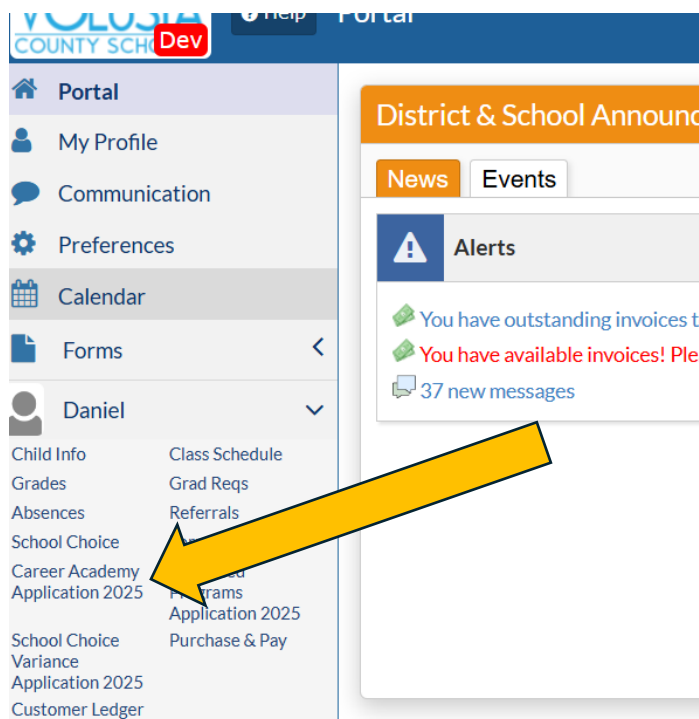


# Applying for an Academy

## PARENTS WITH CURRENT VCS STUDENTS

Parents/guardians whose student meets the grade level requirements will be able to apply for Career Academy programs through the Parent Portal.

The Career Academy Application 2025 will appear for the parent under their child's name in the left-side menu on their Parent Portal.



Your student's demographic and contact information will be located at the top of the application.

Please read the Agreement of Understanding and select your response from the dropdown.

The screenshot shows a form titled 'Agreement of Understanding?'. At the top, there is a dropdown menu with a blue arrow pointing to it. Below the dropdown, the text reads 'Agreement of Understanding' followed by 'I have read, understand, and agree to the following:'. A list of 11 numbered terms follows, detailing the requirements and conditions for applying to a career academy. The terms include: 1. All of the STUDENT INFORMATION is true and correct. 2. A student (9th, 10th, and 11th) must be able to complete the CTE program associated with a career academy program of study. 3. If a student's career academy of choice is also offered at the student's zoned school, the student must attend the career academy at the zoned school. 4. Admission into a career academy requires the student to complete this District Career Academy Application. 5. Student eligibility into a career academy may be determined by such factors as academy offerings at the zoned high school, academic performance, attendance, and conduct. 6. NO bus transportation is available for a student to attend an out-of-zone high school. If the career academy of choice requires a student to attend an out-of-zone high school, the student must provide his/her own transportation. 7. An out-of-zone student who withdraws from a career academy must return to the student's zoned school. An out-of-zone student is defined as a student attending a geographic service area career academy that is NOT located at the student's zoned school. 8. When the number of qualified student applicants to an academy of choice exceeds the number of available positions, a random selection process (lottery) is utilized to accept qualified applicants. 9. If the student is not accepted into an academy of choice in the 9th grade year, the student may reapply in the 10th or 11th grade year. 11. Deadline to submit this District Career Academy Application is January 31, 2022.

In next box, please select the Academy you wish to apply to. You may make up to three choices. Each Academy can only be selected once.

**Choose Programs**

You may make up to 3 Program choices. Select programs from (1) to (3), with (1) being your most desired program. Once you've selected your choice(s), make sure to click Save at the bottom of this screen. Please carefully review your choices as these are final and used for enrollment decisions.

**Programs**

Choice	Title	School	Program Description & Additional Requirements	Priority
<input type="checkbox"/> ▼	Aquaculture, Environmental & Marine Science	ATLANTIC HIGH SCHOOL - 4941	The Academy prepares students to preserve and protect the earth by working in careers related to aquaculture and environmental services. Students are immersed in ecologically significant projects such as water quality testing, marine life sampling and invasive species eradication. School Contact: Sarah Olsen; E-mail: slolsen@volusia.k12.fl.us	None
<input type="checkbox"/> ▼	Law & Government	ATLANTIC HIGH SCHOOL - 4941	The Academy focuses on careers in the areas of law, government and public service. The Academy provides curriculum and internship experiences for students who aspire to be lawyers, politicians, police officers, forensic scientists, crime lab technicians and other law and government related fields. Academy Director: Sarah Olsen; E-mail: slolsen@volusia.k12.fl.us	None
<input type="checkbox"/> ▼	Technology, Engineering, Science & Aeronautics	ATLANTIC HIGH SCHOOL - 4941	The Academy introduces students to the aerospace industry and prepares them for college and careers in aerospace drafting, engineering and technical operations; aviation non-flight and flight operations; and federal government air traffic control specializations. Students have the opportunity to earn concurrent college credit through a partnership with Embry Riddle Aeronautical University (ERAU). School Contact: Sarah Olsen; E-Mail: slolsen@volusia.k12.fl.us	None

To complete the process please select Save or Save & Print. Once the application is Saved it has been Submitted.

By saving this application, I agree to the terms and conditions of the application process.

Save

Save & Print

A confirmation email will be sent to the email address on file for the Parent Portal account once the application is submitted.

# PARENTS WITH NEW VCS STUDENTS

Before you can complete an application your student, you **must first create a FOCUS Parent Portal account**.

For the protection of your student’s confidential information, we have created the following secure procedures. A **valid email address** is needed to create your FOCUS Parent Portal account and will become your **portal username**.

Go to the district website <https://www.vcsedu.org/>, select the Parents tab, then Parent Portal Or go directly to <https://volusia.focusschoolsoftware.com/focus/auth>

1. Click the option to **create** a Focus Parent Portal account
2. Enter the Parent/Guardian information in all the required fields
  - a. Enter the **Parent/Guardian First Name** as it appears on your Driver’s License
  - b. Enter the **Parent/Guardian Last Name** as it appears on your Driver’s License
  - c. Enter a valid **Email Address**, this email address will be your username (VCS employees use a personal email address and **not** your VCS issued email)
  - d. **Create Password** to sign into the Volusia Parent Portal
  - e. **Retype Password** to verify the password
  - f. Check the box **I’m not a robot**
  - g. Click **Submit**



The screenshot shows the registration form for the Volusia Parent Portal. At the top left is the Volusia County Schools logo. The title of the form is "Volusia Parent Portal Registration". Below the title, there is a instruction: "Please enter your name exactly as it appears on your driver's license as well as a valid email address:". The form contains several input fields: "Parent/Guardian First Name:" (Required), "Parent/Guardian Last Name:" (Required), "Email Address:" (Required), "Create Password:" (Minimum 8 characters), and "Retype Password:" (Required). Below these fields is a checkbox labeled "I'm not a robot" and a reCAPTCHA logo with "reCAPTCHA Privacy - Terms" text. At the bottom center of the form is a "Submit" button.

3. Click **I would like to APPLY FOR ENROLLMENT for a new child**

I would like to ADD A CHILD who is already enrolled.	I would like to APPLY FOR ENROLLMENT for a new child.	I am FINISHED adding students. Please take me to the Portal.
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4. Enter the Student's First Name, Student's Last Name, and Student's Birthdate, then click **Begin Application**

**Note:** The field labeled "Language" is the language available for viewing the application

The screenshot shows a web interface for enrollment. At the top, there is a dropdown menu labeled "Change Page to" with "English [EN]" selected. Below this is a link "Return to the Parent Portal Registration". There are two tabs: "Application for New Students" (active) and "Continue Application / Returning Students". A note states "All fields marked with an asterisk (\*) are required." The form contains the following fields: "Student's First Name\*", "Student's Last Name\*", "Student's Birthdate\*", "Language\*" (with a dropdown menu showing "English [EN]"), and "Form Type\*" (with a dropdown menu showing "Student Entry Form 202"). A green "Begin Application" button is located at the bottom of the form.

5. You will then see **Apply for Enrollment Student Entry Form 2025-2026**, follow the instructions within the enrollment application to complete and submit
6. You may save your progress in the application. Should you need to return at a later time to complete the enrollment, go to <https://volusia.focusschoolsoftware.com/focus/apply/> and select **Continue Application / Returning Students**