

## North Fork Virtual Learning Academy Student Policies and Procedures

The following is a set of guidelines established for the North Fork School District Virtual Learning Academy. These guidelines will govern the operation of the Virtual Learning Academy.

1. Student and parent or guardian must meet the Virtual Learning Academy Coordinator and/or School Counselor to enroll in the Virtual Learning Academy (for grades K-12). Proof of residency as well as all district enrollment forms will be required.
2. Students must follow the North Fork Virtual Learning Academy Attendance Policy and are considered enrolled the day they receive the welcome email.
3. The student is responsible for completing the courses by the end of the school year. All course work must be completed by May 25 (all students except Seniors) and May 10 (Seniors) of the school year for which the credit is desired.
4. Students must meet all requirements of graduation to be awarded a diploma, as per Board policy. Any core course or electives that cannot be met through the NFVLA, will be accommodated on an individual basis.
5. Students enrolled in the North Fork Virtual Learning Academy are required to pass all State required testing in order to receive a North Fork Diploma. Testing will take place at school.
6. Summer North Fork Virtual Learning Academy courses will be permitted only for make-up of courses that students have previously failed. Students cannot use courses to avoid taking the same course at the high school.
7. The cost of the course for summer make-up will be the responsibility of the student/parent. The fee will be made up of the license fee and the teacher fee for the course being taught for a make-up credit deficiency.
8. North Fork Virtual Learning Academy students must be enrolled in a full-time schedule (5 credits), but will not be permitted to take more than seven (7) credits per year toward graduation.
9. Individual students with individual needs will be evaluated by the principal, school counselor, and/or Superintendent.