



# Bloomfield Hills Schools Virtual Courses Virtual Learning Agreement Form

Please print or type

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Graduation Year: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Student email \_\_\_\_\_ Parent email \_\_\_\_\_

Telephone: \_\_\_\_\_ Birthdate: \_\_\_\_\_

- This course will be taken as part of my scheduled school day (for E2020 only)
- If the course is taken as part of my school day (above box is checked), I understand that I am expected to work independently in the virtual learning lab and there will not be a teacher in the virtual learning lab to work with me.
- I have read and understand all of the virtual learning guidelines on the back of this page.
- I understand that I am responsible for monitoring my own progress and that I must complete this course by the end of the current semester. If I do not complete this course in the prescribed timeline I will not receive credit on my transcript. Failure to complete the course within the designated time frame may impact my ability to take a Virtual Learning course in the future.
- AP Courses: I understand that I am responsible for either coordinating with another district to test with that district or covering the cost of the exam and the cost of the proctor to administer the test within BHS if the course is not one that is offered in the BHHS curriculum.

Student Signature \_\_\_\_\_ Parent Signature \_\_\_\_\_

## VIRTUAL COURSE INFORMATION

Virtual Course Name: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Attach course description and syllabus for administrative review. (Not applicable for an E2020 Course)

Provider: \_\_\_\_\_ Reason for taking course: \_\_\_\_\_  
(i.e. schedule conflict, course not offered, teacher, learning preference)

Purpose of credit (check one):

- Retake – credit recovery     Retake – grade improvement     Elective Credit     Required course/credit

Virtual Course Name: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Attach course description and syllabus for administrative review. (Not applicable for an E2020 Course)

Provider: \_\_\_\_\_ Reason for taking course: \_\_\_\_\_  
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## APPROVALS

### Counselor Review

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Building Administration Review

- Will be paid for by district
- Will **NOT** be paid for by district

Signature \_\_\_\_\_ Date \_\_\_\_\_



**Bloomfield Hills Schools**  
**Virtual/Online Course Procedures**

**E2020**

- E2020 courses will only be used for credit recovery and receive a grade of pass(G) /fail (H). Exception granted for students while enrolled at Bower’s Academy. At Bower’s Academy, students will be required to take the district end of course exam (where applicable) and that exam score will count as 20% of their final grade.
- E2020 courses will not replace transcript grades, unless it is an E or H.
- If an E2020 course is taken during the school day as part of the student’s course load, there is no cost to the student.
- If an E2020 course is part of a student’s schedule, attendance in the Virtual Lab is required.
- Students must demonstrate progress and success within an E2020 course in order to be eligible for future enrollment in additional E2020 courses.
- E2020 courses are not NCAA approved.

**Virtual Courses (MVHS or GenNET) during the school day**

- Pre-approval is required for classes by the counselor and administrator of the student in order to be accepted for credit.
- Bloomfield Hills Schools will sign the students up for all courses taken during the school day, all courses will be “teacher led.”
- Grades earned in an approved on-line course will count toward the student’s GPA.
- If a virtual course is taken during the school day as part of the student’s course load, the district will pay a pre-approved amount for the course.
- Courses during the school day through MVHS or GenNET cannot be used for grade replacement.
- Students enrolled in any on-line course must monitor their own progress. BHS does not have access to grades, progress, or reporting for any on-line teacher-led course. Therefore, BHS is unable to provide progress reports, updates, etc. All communication is through the outside course provider and the student/parent/mentor.
- Not all course providers are NCAA approved; it is the student’s responsibility to seek approval from NCAA prior to registration.

**Virtual Courses outside of the school day (Any provider)**

- Any course taken for credit on a Bloomfield Hills Schools transcript must be pre-approved by both the counselor and administrator prior to signing up for the course.
- Courses must be “teacher-led.”
- Grades earned in an approved on-line course will count toward the student’s GPA.
- Students/Parents will be responsible for the cost of any course taken outside of the student’s schedule.
- Pre-approved courses may be taken for credit recovery, grade replacement, or credit advancement.
- It is the students’ responsibility to determine if the course provider is NCAA approved.
- For the purpose of grade replacement: At the conclusion of an approved course, the original transcript grade is replaced and denoted with an “S”. A separate/new line on the transcript lists the new grade earned in the course; additional credit is NOT earned. Note: *The highest grade always prevails and could be the original grade earned.*