



Waynesville R-VI School District

MOCAP Virtual Learning

Enrollment Request Form

2022-2023 School Year

Application Due Dates:

1st Semester: August 22, 2022

2nd Semester: January 9, 2023

This form is only for students requesting to take part of their day virtually. Students who will be enrolling in a full-time virtual program will work directly with the virtual provider on the enrollment process.

Date: _____

Student Name: _____

Student ID #: _____ **Building:** _____

Birthdate: _____ **Grade:** _____

Does the student have an IEP or 504 plan? Yes ___ No ___ (If yes, an IEP/504 team meeting will be scheduled to determine placement prior to approval or denial of application.)

MOCAP Provider Requested: (This must be completed in order for the request form to be reviewed. Please submit any applicable forms from the chosen MOCAP provider that require a signature.)

MOCAP Courses Requested: (Students entering grades 9-12 will select classes based on the student's current ICAP. A copy of the student's ICAP can be obtained from the school counselor).

Course	1 st Semester	2 nd Semester
1		
2		
3		
4		
5		
6		
7		

In order to be eligible to access school virtually through MOCAP the following requirements are in place:

- 1- Students wishing to enroll in MOCAP must be enrolled as student in the Waynesville R-VI school district. Students remain enrolled with Waynesville R-VI throughout the time they are accessing courses through MOCAP vendors.
 - a. Parents are responsible for notifying the District if the student moves out of the district. If the student enrolls in another Missouri district the student is eligible to remain in the virtual program through the new district. If the student moves out of the state of Missouri, the student will be dropped from the virtual program or the student may continue at parent expense.
- 2- Students who take part of their day virtually at home are not eligible to participate in athletics, activities or clubs.
- 3- Students in grades K-8 may access MOCAP courses. Courses taken virtually will be taken at home.
- 4- The district does not supply computers, internet, or mobile devices for students to access MOCAP courses from home.
- 5- Districts are responsible for tracking and monitoring student progress in MOCAP programs. Students who earn a D or F in a course or who do not meet the attendance requirements of the virtual provider may be removed from the MOCAP program.
- 6- Students may enroll and withdraw from courses in accordance with district policy. High school students who withdraw from a MOCAP or other virtual course after the 10th day of the semester will receive an F for the course, just as they would in a traditional seated course.
- 7- Students will be required to participate in applicable MAP grade-level exams and end-of-course exams (EOCs).

I have read and understand the above guidelines.

Parent Signature: _____ **Date:** _____

This section to be completed by the district: Date: _____ **Approved: Yes** _____ **No** _____

School Official Name: _____ **Signature:** _____

If not approved, reason for disapproval:

If your request is denied you have the right to appeal the decision to the Board of Education. In the event your request is denied, you will receive written notice and information on the appeal procedure will be provided to you along with a copy of Policy IGCD- Virtual Courses.

Please submit this enrollment request form directly to:
Waynesville School District Office for Instructional Services
200 Fleetwood Drive
Waynesville, MO 65583
Phone: 573-842-2050 Fax: 573-433-2962

Statement of Non-Discrimination

The Waynesville R-VI School District does not discriminate on the basis of race, color, national origin, sex, age, religion, disability or status as a veteran, including a Vietnam-era Veteran, in admission/access to, or treatment/employment in its programs and activities and provides equal access to the Boys Scouts and other designated youth groups.

Any persons having inquiries concerning the non-discrimination policies and compliance with the regulations implementing federal legislative requirements is directed to contact the building level principal or the Assistant Superintendent for Personnel Services, 200 Fleetwood Drive, Waynesville, MO 65583, (573) 774-6194 (Title IX, Title VI, Title VII and ADA, Age Discrimination Act, Boys Scout Access), or the Director of Special Services, (573) 774-6407 (Section 504) 200 Fleetwood Drive, Waynesville, MO 65583 or RELAY MISSOURI 800-735-2966.

Best Interest Determination

These questions will be considered by the school/district in conjunction with the parent as part of the MOCAP request process.

District Course Availability

1. If the course is offered onsite by the district, are there extenuating circumstances that make it difficult or impossible for the student to take the onsite course offered by the district?
2. If the course is offered onsite by the district and the student is able to take that course, what are the reasons the student wants to take the virtual course?

Virtual Course Characteristics

1. Does the course meet or exceed district curriculum standards and graduation requirements?
2. Does the course align with the student's career goals and the student's individual career and academic plan (ICAP)?
3. If the course is for remediation, will it personalize instruction to the student's specific needs?
4. Is the district aware of any complaints or concerns regarding the quality of the course, and have those complaints or concerns been resolved?
5. Has the district had difficulty working with the course instructor or provider to ensure a student with disabilities receives the required accommodations or modifications?

Student Skills Necessary for Success in Virtual Courses

1. Has the student demonstrated time-management skills that indicate that the student is capable of submitting assignments and completing course requirements without reminders?
2. Has the student demonstrated persistence in overcoming obstacles and a willingness to seek assistance when needed?
3. Has the student demonstrated verbal or written communication skills that would allow the student to succeed in an environment where the instructor may not have sufficient nonverbal cues to indicate the student's level of understanding?
4. Does the student have the necessary computer or technical skills to succeed in a virtual course?

Other Relevant Factors

1. Does the student have adequate access to computers, Internet and other necessary technology resources to participate in a virtual course and complete assignments?
2. If the student has previously attempted a virtual course and struggled with or failed the class, have the issues that caused the student to struggle or fail been identified and addressed?