

Virtual Instruction Agreement



Developmental Research School
at the University of Florida

I hereby agree to accept the terms and consequences set forth in this agreement. The terms are as follows:

Attendance and Commitment

- I agree to complete **15% of the virtual course by Friday, August 23, 2019, understanding that I will be rescheduled into a classroom-based P.K. Yonge class if I fail to meet this deadline.**
- I agree to log in and progress through coursework for a minimum of 5 hours per week per course.
- I agree to make adequate progress toward completion of activities each week. Please see attached schedule for an expected completion timeline. (The recommended pace is completing 7% of the activities per course per week.)
- I agree to maintain contact with my virtual teacher as required by the course.

Parent/Guardian Commitment

As a parent/guardian, I agree to monitor and support my child in his/her studies. I agree to be accessible to the virtual teacher and P.K. Yonge staff to discuss my child's progress. I will promote consistent attendance and effective time management for my child.

Acceptable Use Policy

- I agree to follow the terms in the Acceptable Use Policy (AUP) and will follow all rules regarding use of technology while on the P.K. Yonge campus or while using a P.K. Yonge issued device to complete my virtual coursework.

Procedures for Absences/Inactivity/Habitual Non-attendance

Students are considered habitually non-attendant if they fall 15% or more behind expected completion in online coursework without prior approval. Upon receiving a report of habitual non-attendance, the following steps will be taken:

1. The student will meet with their assigned counselor to discuss needed supports to begin (or continue) work.
2. The student will meet with school administration and parent/guardian to discuss support; administration will issue a warning of dismissal from the course.
3. If a student has not made progress and a third meeting is necessary, school administration will meet with the student and parent to begin process of dismissal from virtual courses and enrolling the student in another option to attain course credit.
4. **Failure to complete a virtual course will require administrative approval for enrollment in future virtual courses.**

Acknowledgment and Understanding

I have read and understand the expectations in this agreement.

Student Name Grade Level

Parent/Guardian Name

Student Signature

Parent/Guardian Signature

Date

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Virtual School Student Location School Year 2019-2020

Student Name: _____

Grade Level in 19-20 School Year: _____

Name of Course: _____

Will you be on campus when taking these courses? _____

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Expected Rate of Completion

Semester 1 - Segment 1

1. Friday, August 23 - 15% complete (rescheduled if deadline is not met)
2. Wednesday, September 11 - 25% complete
3. Wednesday, October 16 - 50% complete
4. Wednesday, November 20 - 75% complete
5. Monday, January 6 - 95% complete
6. Friday, January 10 - 100% complete

Semester 2 - Segment 2

1. Wednesday, January 29 - 15% complete (rescheduled if deadline is not met)
2. Friday, February 14 - 25% complete
3. Wednesday, March 18 - 50% complete
4. Tuesday, April 28 - 75% complete
5. Friday, May 22 - 95% complete
6. Friday, May 29 - 100% complete