

## DISTANCE, ONLINE AND VIRTUAL EDUCATION

Code **IJNDAA-R\*** Issued **9/14**

---

### **State-run virtual education program**

In order to participate in the state-run virtual education program, the district or a school will adhere to the following.

#### *Sponsorship criteria*

In order to become a sponsor, the district, school or homeschool parent/legal guardian must register with the virtual education program by meeting the following requirements.

- Have a program of studies that leads to a diploma.
- Comply with the policies governing online courses established by the virtual school program.
- Identify an individual within the school system who will advise the student regarding the courses he/she will need to earn a diploma.
- Identify an individual within the school system who will assist the student in resolving any technology issues that may arise.
- In-school students (in membership in a public school including medical homebound, home-placed and off-campus students, and students enrolled in an adult education program) must have approval from the school principal or his/her designee.
- Non-public school students (private school or home-school students) must have approval from the private school or homeschooling parent/legal guardian.
- Out-of-school students [those who have not officially withdrawn from a particular school and are entered in the student database as non-funded (includes expelled students)] or those who have not officially withdrawn from a particular private school must have approval from the superintendent. The district must allow credit to be recorded on an out-of-school student's transcript for a student to be approved to take a virtual education program course.
- A student who is taking a course for which an End-of-Course Examination Program (EOCEP) is required must take the test online in the district where the student resides. If an online testing location is unavailable, the district's test coordinator must find a location in a nearby district.

#### *Student responsibilities*

The student must secure approval to take a specific course from the sponsor.

The student must furnish his/her own computer or have access to one and have Internet access in order to take the virtual education program courses. The district may provide these for the student.

The student must agree to abide by policies and expectations posted on the virtual education program's website, as well as indicate a willingness to abide by the acceptable use policy.

## **PAGE 2 - IJNDAA-R\* - DISTANCE, ONLINE AND VIRTUAL EDUCATION**

Applications for the program must be completed online. Upon approval, the student must contact his/her instructor within three days of the start of class.

Parental approval for a student to take a course with the virtual education program is required for a student 17 years of age or younger. The parent/legal guardian must also agree that the student will abide by the acceptable use policy.

### *Sponsor responsibilities*

As a registered sponsor, the district or school must do the following.

- Verify that the student is a legal resident of the state of South Carolina before allowing enrollment in the virtual education program.
- Keep sponsor registration information up to date.
- Respond to a student's request to enroll in a virtual education program course.
- All nonpublic sponsors must contact the district test coordinator in the school district in which they reside to arrange for students to take the appropriate End-of-Course Examination Program (EOCEP) tests online.
- The district will determine whether it will charge nonpublic sponsors a fee for the administration of the EOCEP tests. If a fee is charged, it must be reasonable, directly related to the district's added costs for providing this testing and cannot exceed the fee established by the state board. If the district fails to reasonably accommodate nonpublic school students, it will not be eligible to participate in the virtual education program.
- Ensure that the final examination for each course is conducted in a proctored environment.
- Award the numeric grade and unit value to a student enrolled in a virtual education program course by recording it on the student's transcript in his/her permanent record in the same manner as with any other course the student takes.
- Report to the virtual education program the reason for a student's withdrawal from a course at the time the student withdraws.
- Provide all reports as required by state law and regulation.

Issued 9/14/10; Revised 3/11/14, 9/9/14