

Student Registration Guide: Grades 6-12

1. Using Chrome, go to www.flvs.net
2. Go to the top of the page and click **Enroll**.
3. Select **County Virtual School** and click on Grades 6-12.
4. Choose your **County and Student type** from the drop-down menus.
5. Click on High School or Middle School and the **Course** that you would like to add and click “**Add to Backpack**”. Click “**Return to Course List**” to continue adding courses.
6. Once you have selected all your courses, click **Continue**.
7. If you are a **returning student**, **log in** using your username and password. If you can't remember your username or password, click on the Forgot Username and/or Forgot Password link(s). If you are a new student, select **Create an Account** and follow the prompts. Next, add parent guardian information. When finished, click **Continue**.
8. For each course, you'll select the semester, the school – **FLVS Franchise @ PAEC** and your preferred start date Submit the enrollment.
9. The student must read the “**Student Commitments**” and click “**I agree**” and the parent must read the **Parent/Guardian Commitments** and click “**I agree**”. Then, click **Continue**.
10. Review the **next steps page** and if you have a printer, print the page as a reference.
11. Once the course is **approved by your counselor** or the **enrollment verified by your parent if you are a home-schooled student**, you'll be assigned an instructor and will be able to access the course on or shortly after your requested start date. Your instructor will contact you to set up a time for a welcome call. Our policy requires you to complete this call.
12. To access your course, go to **flvs.net**, select **county virtual school** and log in using your username and password. You'll have the opportunity to select security questions to help if you forget your log in information.
13. Be sure to go to course content and work your way through each module one after the other. Don't skip around.

Public School Students: Your counselor will need to verify your course selections. Once verified, you will be assigned to an instructor at My Virtual Classroom (FLVS Franchise @ PAEC), on or close to your preferred start date.

Home School Students: Your parent/guardian will need to create a parent account and login to their parent/guardian account and approve your course selections. Once verified, we will need to ensure you are officially registered as a home education student in your district. You will then be assigned to an instructor at My Virtual Classroom (FLVS Franchise @ PAEC), on or close to your preferred start date.



For registration assistance, please contact the FLVS Franchise @ PAEC Program Assistant, **Cindi Davis** cindi.davis@paec.org or 850-638-6131 ext. 2319.