



# WEST OTTAWA PUBLIC SCHOOLS

## ADMINISTRATION OFFICES

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December 20, 2013

Dear Parents,

For several years, West Ottawa Public Schools has been offering students the opportunity to take online courses through Michigan Virtual University (MVU). Our experience with MVU has been a good experience for our district. MVU offers many classes aligned to the Michigan Merit Curriculum, has an easy student and course registration process and provides class end scores that can easily be transferred into grades on a transcript.

Section 21f of the FY2013 State School Aid Act, allows any pupil in grades 5 to 12 to enroll in up to two online courses during an academic term or semester. It also requires that a student taking an online course, and who is not enrolled in a cyber-school, choose courses from their local district catalog or the statewide catalog of online course syllabi to be developed in partnership by the Michigan Virtual University (MVU) and the Michigan Department of Education (MDE) and maintained by the MVU.

Although many of our students have been successful taking online courses, students and parents are encouraged to work with their assigned guidance counselor before enrolling in these courses. Some questions to consider before selecting an online course are:

- Have I already taken this course for credit?
- Does this course keep me on track for MMC credits and graduation?
- Does this course generate an academic credit?
- Do I possess the prerequisite skills necessary to be successful in this class?
- Does this course possess sufficient rigor to help me be *Career, College and Life Ready*?
- Do I possess the intrinsic motivation and time management skills to be successful in an online environment?

We have posted other items on our website to help parents and students make appropriate selections for online courses. Please refer to:

- Characteristics of Successful Online Learners.
- The link to **Parent Guide to Online Learning** published by MVU.
- Online Readiness Questionnaire.
- The **Michigan Online Course Catalog** at [www.MIVU.org](http://www.MIVU.org), see Statewide Catalog button.
- WOPS Online Learning Course Request Form.
- Online Learning Contract.

If you are interested in enrolling in an online course, make sure that you have read the above documents. Schedule a meeting with the building counselor or principal during the course registration window. Complete and bring the Online Readiness Questionnaire, the WOPS Online Learning Course Request Form and the Online Learning Contract to this meeting.

***Preparing Students to be College, Career and Life Ready!***

If you have any questions regarding online courses, please don't hesitate to call me, your building principal or your guidance counselor.

Sincerely,

A handwritten signature in black ink, appearing to read "Kent Henson", with a long horizontal flourish extending to the right.

Kent Henson, Assistant Superintendent of Instruction