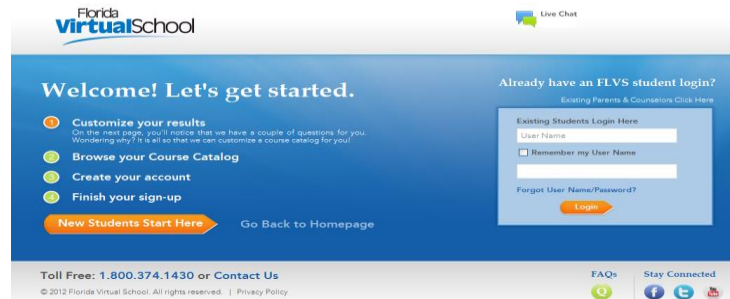


Enrolling in a Course and Creating an Account with Orange County Virtual School

Click <https://flvs.net/Step1Warmup.aspx> to Register today.

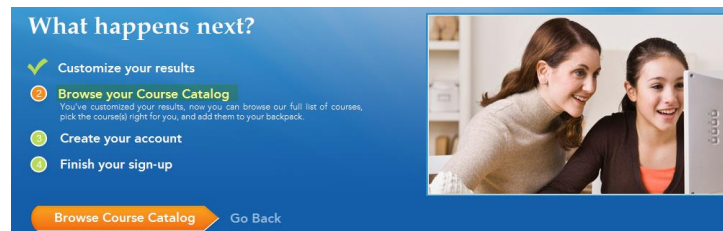
- From the registration welcome page, select the **"New Students Start Here"** button.



Step 1: Customize your Results

A series of questions are given to customize the course catalog results.

- Select **"I live in Florida"** option.
 - Choose a **county**.
 - Select **student type** – public/charter, private, or home school.
Select **Continue** button.
- A progress screen generates.

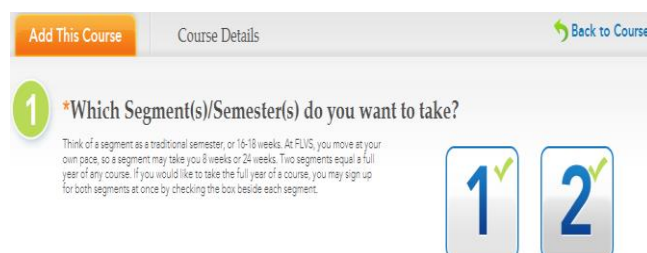


- Select the **Browse Course Catalog** button to begin Step 2.

Step 2: Browse your Course Catalog

The student is taken to the FLVS course catalog – customized to their answers in Step 1.

- Search entire catalog by page.
 - Use the search box to narrow the results. (Reset the search tab to go back to first page of catalog.)
 - Use the filter options on the left to refine the search by **Education Level** and **Subject**.
 - Choose the course.
- Select the **Segment (1, 2, or both)**.



- Select the **check box** to acknowledge the prerequisites(s) for the course have been met.

MAKE SURE TO SELECT THE DISTRICT FRANCHISE AS *****Orange County Virtual*****

- **Choose preferred start date:** Select the calendar icon and choose a date from the calendar provided.

2 *Choose your earliest preferred start date with Florida Virtual School or a Virtual School Franchise in your district.

Students are placed as quickly as possible according to their requested start date. At certain times of the year, there may be a slight delay due to high volume requests. We continue to place students into courses as seats become available. This means that you may be placed after your preferred start date.



- Select **“Add to Backpack”** in the Select a District Franchise.

The student is taken to the Backpack each time a course is selected to confirm the choice.

Select the **“Add More Courses”** button to go back into the Course Catalog to select another course. Or select the **Continue** button to go on and create an account.

- A progress screen generates to show the student where they currently are in the registration process. Select the **“Create My Account”** button to move on to the next Step.



- Create Account and Sign-up. Fill in the required fields which are indicated by a red asterisk.
- Select the **Sign up** button.
- There will be numerous fields to complete.
- Select the **Submit** button.

*****Write down your User Name and Password*****

- The student is taken back to the Progress screen. Select the orange “View Course Request Summary” button to move to the next step.

Finish your Sign-up

1. Review the courses and the information provided.
2. Account creation takes the system approximately five minutes. Please have the students wait a little while before attempting to log in. Have the students select “Back to FLVS.net,” or visit flvs.net when they are ready to log into their VSA account.