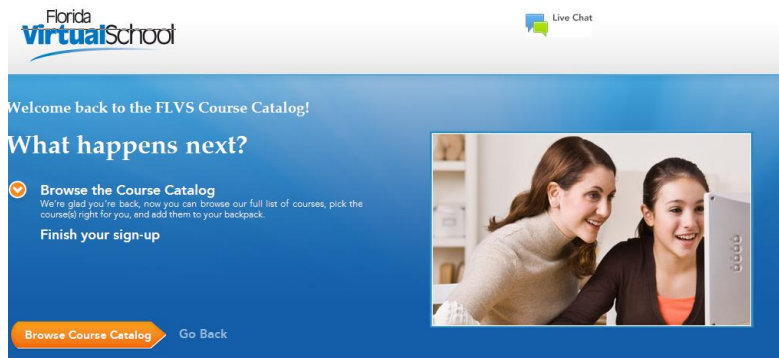




Enrolling in an OCVS course with existing online account

Click <http://vsa.flvs.net> to register today.

- Log into account.
- Select Request New Courses located at the top of the page.
- Verify Student Enrollment. Make changes if needed. Click save and continue.
- A progress screen generates.

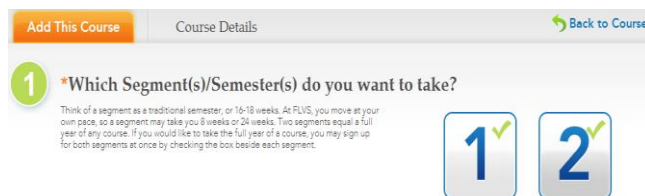


- Select the **Browse Course Catalog** button to begin Step 2.

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.
- **Finish your Sign-up**
 1. Review the courses and the information provided.
 2. Notify school counselor of course online course request for approval.