## New HVK12 or FLVS Account for Home Education Program

Have NEVER taken an HVK12 or FLVS course before

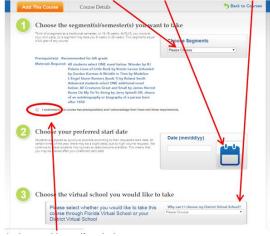
- www.flvs.net
- Located in the upper right hand corner in the tool bar.
- Choose County Virtual School



- Already know the process? Enroll now
- Click: New Students Start Here
- Choose: I Live in Florida / Hillsborough County / Home School Student
- Click: Continue
- Select Educational Level to Narrow Choices:
  - > High School (Regular or Honors or Advanced Placement) OR Middle School (Regular or Advanced)



- Select your first course
- Choose SEGMENT ALL SEGMENTS (full course) or Segment 1 (Semester 1) or Segment 2 (semester 2), start date MM/DD/YYYY, and Hillsborough Virtual or Florida Virtual School



Check Prerequisite Box if required.

Click Continue

- ❖ Answer Survey ( you will be required to do this for every added course)
  - #1 Work Faster/Slower
  - #2 Choose yes or no (doesn't matter)
  - o #3 teacher or guidance counselor NO REFERRAL CODE NEEDED
- Click Continue to finish creating your account (you will be able to add more courses later)

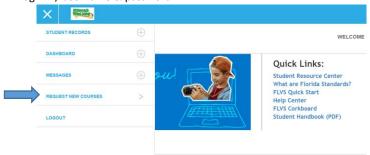


- "Finish your sign up" Create your account (You will add other courses after account creation from the Student Dashboard)
- Enter all personal information make sure EVERYTHING is spelled correctly.
  - Only use Legal Given Name no nicknames
  - Username and Password are case sensitive and require a combination of letters and numbers (write down and keep safe)
  - Physical School select "Home Education Program Students"
- The parent/guardian must approve all course as the parent/guardian AND as the counselor before teachers will be assigned.

## **Existing HVK12 or FLVS Account for Home Education Program**

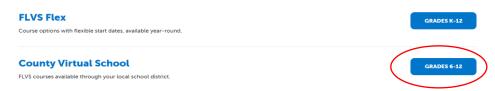
Have taken an HVK12 or FLVS course in the past

- www.flvs.net
- Login w/ username & password

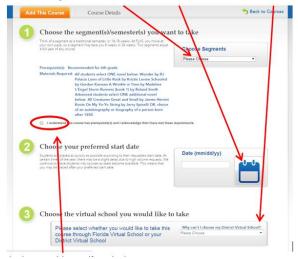


- Verify and update personal information (address, phone numbers, email)
  - Update name of Physical School to "Home Education Program Students". Find this in the three bar menu under Student Records > Academic Profile.
- Choose County Virtual School

Please choose which school you'd like to take classes with:



 Choose SEGMENT - ALL SEGMENTS (full course) or Segment 1 (Semester 1) or Segment 2 (semester 2), start date MM/DD/YYYY , and Hillsborough Virtual or Florida Virtual School



- Check Prerequisite Box if required.
- Click Continue
- Answer Survey ( you will be required to do this for every added course)
  - #1 Select your reason(s)
  - #2 Select YES (part of your school day) or NO (above and beyond your school day)
  - #3 Select your choice NO REFERRAL CODE NEEDED
- Choose Add more courses or Continue
- Student and Parent/Guardian Agreement Check Appropriate boxes and click SUBMIT
- The parent/guardian must approve all course as the parent/guardian AND as the counselor before teachers will be assigned.

## **Parent/Guardian Account**

- CLICK HERE for information about the parent/guardian account
- Choose "Click here to begin creating your Parent/Guardian Account"
- Choose YES if you have a Parent Account Choose NO for a NEW Parent Account
- Enter student login information
- Enter Personal information as directed.