

STEPS TO Kindergarten-12th Grade ENROLLMENT

FLVS Full Time is
enrolling now!

STEP
1

Visit flvs.net/enrollft or call us toll-free at 800-374-1430.

STEP
2

Once you're on our site, you can begin the online enrollment process. Please note, the enrollment application must be fully submitted before the review process can begin.

STEP
3

Check your email for notifications on the status of the application. We will verify your application and documents and notify you if anything is missing or needs to be resubmitted. Our school counselors will then review your child's academic history and finalize grade level and course placement.

STEP
4

After you have completed the enrollment process and placement is finalized, confirm your child's schedule and intent to attend FLVS Full Time. Once you confirm, your child will be enrolled. We will assign his or her teacher and your child can login and begin working online on the first day of school. We will reach out to your family to help get started in the days leading up to the first day of school.

As a public school, we are required to collect the following forms and documents during the enrollment process. It may take several weeks to complete the entire process, so you should enroll your child as soon as possible.



Proof of Age

Provide a copy of the student's official birth certificate.

For a foreign birth certificate, a translated copy must be provided.



Proof of Residency (2 forms required)

Students must have valid proof of Florida residency to be eligible for enrollment. Families living outside the state of Florida due to military service must provide a statement of earnings indicating Florida as their state of legal residence and the orders that moved the family out of state.

Submit a copy of the following documents, one from Group A and one from Group B. *Please note: The name on both documents and the name of the parent/legal guardian enrolling the student must match.*

Group A (Please submit one):

- Utility bill showing service address and dated within the last 60 days. Acceptable bills include electric, gas, water, sewer, or home phone.
- Mortgage statement
- Lease agreement or rent receipt with name and address of lessee included
- Home purchase contract (with closing date) and copy of deed, to be provided within 60 days of closing date
- Property tax statement

Group B (Please submit one):

- Automobile insurance
- Current Florida driver's license or state of Florida identification card
- Cell phone bill (entire statement)
- Bank account statement





Proof of Immunization

Provide Florida Certificate of Immunization form DH680 or exemption forms DH681, DH680B, or DH680C. If submitting Form DH680, please ensure the below information is included:

- Four or five doses of diphtheria, tetanus, and pertussis (DTaP) vaccine*
- Three, four, or five doses of polio vaccine
- Two doses of measles, mumps, and rubella (MMR) vaccine
- Two or three doses of hepatitis B vaccine
- One or two doses of varicella vaccine

**Students entering grades 7-12 are required to have one tetanus, diphtheria, acellular pertussis (Tdap) vaccine.*



Other Documents

Additional forms, such as those below, may need to be submitted with the application, if applicable.

- Court custody or legal guardianship documentation from a state or federal agency*
- Individual Education Plan (IEP)
- 504 Plan and supporting documents

**Acceptable custody forms include court or state/federal agency documents; power of attorney and notarized documents are not accepted.*



Academic Records

Prior Public, Private, and Charter School Students*:

Incoming Kindergarteners:

- No academic records required.

Incoming 1st, 2nd, 3rd, and 4th graders:

- Submit all report cards received to date for current school year.

Incoming 5th graders:

- Submit all report cards received to date for current school year.
- Submit available FSA** scores (reading and math).

Incoming 6th and 7th graders:

- Submit all report cards received to date for current school year.
- Submit available FSA** scores (reading and math)***.

Incoming 8th graders:

- Submit all report cards received to date for current school year, plus 6th grade final report card.
- Submit available FSA** scores (reading and math)***.

Incoming 9th graders:

- Submit all report cards received to date for current school year.
- Submit available FSA** scores (reading and math) and EOC scores, if applicable.

Incoming 10th, 11th, and 12th graders:

- Submit an unofficial transcript, including all high school credits earned to date for current school year.
- Unofficial transcripts should include all available state test scores (FCAT, FSA**, EOC) or score reports should be included as academic documentation.

Prior Homeschool Students:

- Complete the Homeschool Prior Academic History Form: flvs.net/homeschoolform
- Florida Homeschool Students: Provide most recent district homeschool evaluation and most recent FSA test scores, if applicable.
- Out-of-State Homeschool Students: Those without an evaluation or standardized tests, submit a current student portfolio with evidence of work samples and activity logs (may be required).

**Official enrollment is contingent upon receipt of final academic records for the current school year.*

***FSA scores not required for incoming private, out-of-state, or homeschool students.*

****Students who have earned high school credits while in middle school must submit an unofficial transcript. Unofficial transcripts should include the most recent state test scores (FCAT, FSA**, EOC) or score reports should be included as academic documentation.*



Technology SPECIFICATIONS

What Technology Do I Need?

Since FLVS Full Time is an online school, it is important for your child to have a Windows or Mac computer designated for learning and a reliable Internet connection. Visit flvs.net/student-resources/system-requirements to view the computer requirements. We recommend using the Google Chrome browser to ensure peak performance of our online system.

Make sure to avoid technical difficulties by testing your child's computer and Internet connection before beginning the school year.

FLVS Full Time does not provide computer repair or maintenance. Once your child is enrolled, you can contact tech support via phone or email during regular business hours if you experience any technical issues.

You'll also want to keep a working phone close by so you and your child can easily contact a teacher when needed. Communication is essential for your child's success!

