

Course Credit Authorization

Course Credit Authorization

Apex Learning Virtual School is pleased to provide you and your school assistance with taking and receiving credit for one or more of our online courses.

The Course Credit Authorization form is intended to help provide your school with information regarding Apex Learning Virtual School, the specific online course(s) in which you are enrolled, and to help ensure credit will be given to you by the school when the course(s) are completed.

Please see below for instructions on how to use the Course Credit Authorization form.

Instructions

- 1) Complete the Course Credit Authorization form (next page) and provide it to your school guidance counselor/appropriate school staff member for their review and signature.

You may use the form for multiple courses. For future courses taken with Apex Learning Virtual School, update the high school with new course information to ensure credit will be given.
- 2) After the school staff member reviews the form and provides an approval signature, keep the form until the end of the course to ensure you receive credit for completing the Apex Learning Virtual School course.
- 3) If the school needs more information before signing the form, the staff member can review the specific course syllabus within the Apex Learning Virtual School [course catalog](#) or you can print off the course syllabus and provide it to the school for review.

Apex Learning Virtual School Contact Information

For more information or to speak with an Apex Learning Virtual School enrollment counselor:

- Call: 855-550-2547
- Email: alvs.support@apexlearning.com
- Visit our website: www.apexlearningvs.com
- Contact by mail or fax: Apex Learning Virtual School
1215 Fourth Avenue, Suite 1500
Seattle, WA 98161
Fax: 855-277-1235



Course Credit Authorization

The following student is enrolled in an online course with Apex Learning Virtual School. This form serves as an agreement between the student and their local high school that upon successful completion of the course with Apex Learning VS, the student's school will provide the student with credit for the Apex Learning VS course.

The student may request a copy of their transcript from the Services Team at Apex Learning VS once a final grade has been posted. Apex Learning VS can mail the transcript directly to the school if requested.

Student and Course Information

Student Name: _____ Grade Level: _____
Name of Course: _____ Semester(s): _____
Course Start Date: _____ Course End Date: _____
Name of Course: _____ Semester(s): _____
Course Start Date: _____ Course End Date: _____

School Information

School Name: _____
Administrator Name: _____ Administrator Title: _____
Administrator Signature: _____ Date: _____
(Signature ensures the student listed above will receive credit for the course upon successful completion.)

About Apex Learning

Apex Learning® has been the leader and innovator in distance learning for more than 13 years and has provided high-quality education to more than 1,000,000 students across the country and around the world. From accelerated learning to credit recovery, high school students can reach their goals using distance learning courses from Apex Learning Virtual School. Apex Learning is committed to high standards, academic excellence, and success for all students. Each Apex Learning online course is based on national and state standards. The curriculum is organized into semesters, units, lessons, and activities. A typical semester includes 5 to 7 units, each with 3 to 6 lessons. A typical lesson comprises a number of activities including studies, practices, readings, journals, labs, discussions, projects, explorations, reviews, and embedded assessments.

Accreditation

Since 1999, Apex Learning has been accredited by the the Northwest Accreditation Commission (NWAC), an accredited division of AdvancED. The certificate of accreditation recognizes Apex Learning for promoting and maintaining a well-balanced education program and for exceeding standards considered essential for quality education.

Additional Certification

Apex Learning Virtual School courses have been approved by the National Collegiate Athletic Association (NCAA) as meeting the requirements for establishing the initial-eligibility certification status for high school student-athletes wishing to compete in college. Apex Learning Advanced Placement* courses have been approved through the official College Board Audit process.
•Advanced Placement is a registered trademark of the College Board.

Apex Learning Virtual School Contact Information

For more information or to speak with an Apex Learning Virtual School enrollment counselor:

Call: 855-550-2547 * Fax: 855-277-1235 * Email: alvs.support@apexlearning.com * Visit our website: www.apexlearningvs.com

1215 Fourth Avenue, Suite 1500, Seattle, WA 98161