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Characteristic Requirements for Online Students:

To be an online student at Virtual Instruction By Excellence, students must meet the following daily expectations:

- Complete online assignments, quizzes, labs and tests
- Possess a working computer with a reliable internet connection
- Maintain weekly contact with your teachers with student email or office hours
- Note: all other rules, code of conduct and policies as outlined in the ISD 518 Student Handbook apply to VIBE classes.

Where and when do I work on my Classes?

The location is your choice: at school, at home etc. You must meet deadlines, which means working on the class at your own pace and at your convenience completing the requirements by the deadline. You must work on all courses each day to make daily and weekly progress.

Note: Students are expected to check in with online teachers on a daily basis with questions or concerns. Please communicate with your online teachers by using their designated office hours or via email.

How do I stay on pace to successfully complete this course?

- Communicate with my online teachers on a daily basis with any questions/concerns.
- Set a daily schedule
- Communicate with VIBE staff when you need test/exam codes by emailing vibe@isd518.net
- Any student whose grade drops below a C- will be put on academic probation. Academic probation will consist of interventions and daily communication with teachers and VIBE staff to make sure every student is successful in our online programming. Failure to do so will result in the students being put on HOLD (freezing all of their classes until a meeting is scheduled with Mr. Hanson- VIBE Principal.

- Students are welcome and encouraged to stop by ALC or may schedule an appointment with Mr. Hanson at nate.hanson@isd518.net or at (507) 372-1605.
- Students will refrain from any inappropriate comments, postings, etc. Any incident will require a meeting with Mr. Hanson, the student's parent(s)/guardian(s) and the student.

**** ATTENTION: Failure to comply with this policy will result in being dropped from VIBE.**

**** NOTE: All other rules and code of conduct and ISD 518 policies apply to our VIBE online programming.**

**** Any medical absences or other absences must be communicated to Nate Hanson to be excused at: nate.hanson@isd518.net or (507)372-1605.**

**** YOU WILL BE TURNED INTO TRUANCY IF YOU ARE NOT LOGGING ON EACH DAY or if you're not making progress... (3 day letter will be sent home to parent/guardian) Once a student has 7 days of not working they will be turned in to Nobles County for Truancy and a letter will be sent home to parent/guardian.**

How to be a Successful Online Student:

- 1. Be Organized!***
- 2. Be Responsible!***
- 3. Be an Independent Learner!***
- 4. Be an Effective Communicator!***
- 5. Be Computer Literate!***
 - Take the program and yourself seriously.
 - Set your priorities straight.
 - Make sure you have a private space where you can study.
 - Manage your time well.
 - Be able to commit to each class and complete assignments/test every school day.
 - Be able to communicate in writing.
 - Be able to think your ideas through before responding and use critical thinking and problem solving skills.
 - Speak up if you don't understand.
 - Develop support systems. Not only should you get support from your family, you should also get support from other students and teachers.
 - Complete and submit assignments regularly.