

# WEST PERRY HIGH SCHOOL VIRTUAL ACADEMY ENROLLMENT REQUEST

Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_ Counselor: \_\_\_\_\_

**Enrollment Semester: Fall or Spring**

**Enrollment Request: Part-Time or Full - Time**

Reasons for wanting to enroll in WPVA:

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**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Teacher's feedback #1 (Required):**

Teacher Name: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Academic strengths:

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Academic needs:

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Teacher signature: \_\_\_\_\_ Recommended: Yes or No

**Teacher's feedback #2 (Required):**

Teacher Name: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Academic strengths:

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Academic needs:

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Teacher signature: \_\_\_\_\_ Recommended: Yes or No

**Counselor's feedback on request:**

Counselor's comments:

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Counselor signature: \_\_\_\_\_

Recommended: Yes or No

**Administrator feedback on request:**

\_\_\_\_\_ Approved      \_\_\_\_\_ Not Approved

Reason for denial, if applicable:

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Administrator signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SMARTER MEASURE ASSESSMENT: (Required)**

Please go to <http://caola.smartermeasure.com/> and use the following login information:

**Username:** westperry

**Password:** welcome

Please complete the Smarter Measure Data Assessment and when you are finished with the assessment, please e-mail a copy to your school counselor.

9<sup>th</sup>/10<sup>th</sup> Grade: [hbell@westperry.org](mailto:hbell@westperry.org)

11<sup>th</sup> Grade: [tcommins@westperry.org](mailto:tcommins@westperry.org)

12<sup>th</sup> Grade: [mzeigler@westperry.org](mailto:mzeigler@westperry.org)

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**Checklist:**

- \_\_\_\_\_ WPVA Enrollment Request is completed:
  - ※ Teacher feedback (2)
  - ※ Smarter Measure Assessment completed.
  - ※ Smarter Measure Assessment emailed to counselor.
  - ※ Counselor feedback
- \_\_\_\_\_ Administrative approval/not approved.
- \_\_\_\_\_ Student notification of administrative decision

**Approved**

1. Counselor builds schedule and sends to CAOLA Supervisor.
2. Counselor notifies Attendance Secretary, District Transportation Director, teachers, case manager, counseling secretary.

**Not Approved**

1. Administrator will email family.

**Notes:**

- \_\_\_\_\_ Administrator sends Welcome email to Parent/Guardian (copy counselors on email)
  - ※ WPVA Handbook
  - ※ Parent/Guardian signature page.
  - ※ CAOLA Supervisor offers orientation to student and parent/guardian.
  - ※ CAOLA Supervisor loads courses.