



Florida Cyber Charter Academy @ Duval - Enrollment Forms Packet (EFP)

Please review information below, and answer the questions in this packet. Based on your student(s) grade and applicable circumstances, you are also required to submit documentation to complete this step in the enrollment process. You can scan and email, fax, or mail the required paperwork.

Important Note: Please send copies, do not mail the original documents.

Scan and Email (Preferred): flccafax@k12.com **Fax:** 1-407-386-6325

Required For?	Item	Description	Provided by?
Required for all Students	Proof of Age	Official Birth Certificate (not the hospital issued certificate)	Provided by you
	Proof of Guardianship	Birth Certificate can also be used as Proof of Guardianship if it includes parent/legal guardian names	Provided by you
	Proof of Residence	Please submit one of the following: The Proof of Residency documentation must be issued in a Parent/Legal Guardian's name and the address must match the Physical Address on the student's account. Acceptable forms include a copy of a current and complete Lease Agreement; Mortgage Statement; Utility Bill showing the service address and issued within 60 days. Please note that a cell phone bill is not an acceptable Proof of Residency because it does not have a Service Address associated to the charge.	Provided by you
	Additional Proof of Residence	Please submit a second item from the list above	Provided by you
	Immunization Record	Current Immunization Record OR Immunization Exemption Form	Provided by you
	Health/Vision/Physical Exam	Required for Kindergarten students, and students new to FL public schools. Only requested for all other students.	Provided by you
	Enrollment Verification Form	Please complete this form.	Provided in this packet
	Home Language Survey	Please complete this form.	Provided in this packet

	Application to Return to Attendance Area/Receiving School	Please complete this form.	Provided in this packet
	Application for New Students Form	Please complete this form.	Provided in this packet
Required for all 1 st – 12 th grade students	Report Card	Please submit a copy of your student’s most recent report card. If student has been homeschooled, please provide documentation from courses taken.	Provided by you
	Proof of Continuous Enrollment	Most recent Report Card and/or Transcript	Provided by you
	Release of Records	Please complete this form.	Provided in this packet
Required for all 10 th -12 th grade students	Transcript	Please submit an unofficial transcript from your student’s current school which will show academic standing through the student’s entire high school career. This is required to place all 10th -12th graders. If student has been homeschooled, please provide documentation from courses taken.	Provided by you

Section: Legal Guardian Information

Legal Guardian/Adult

First Name: _____ Middle Name: _____

Last Name: _____ Relationship to Student: _____

Primary Phone: _____ Primary Phone Type: Home Cell Work

Secondary Phone: _____ Secondary Phone Type: Home Cell Work

Email: _____

The provided email address will be the primary communication used for sending and receiving information about your child's education, including grades, assignments, and other information about his or her progress. Please ensure only adults who have authorized access to the student's educational record have access to this email inbox.

Legal Guardian/Adult's Physical Address

Country: _____

Street Address: _____ Apt, Floor, Suite, etc. (optional): _____

City: _____ State: _____

Zip/Postal Code: _____ Country: _____

Additional Legal Guardian

First Name: _____ Middle Name: _____

Last Name: _____ Relationship to Student: _____

Primary Phone: _____ Primary Phone Type: Home Cell Work

Secondary Phone: _____ Secondary Phone Type: Home Cell Work

Email: _____

Additional Legal Guardian's Physical Address

Check box if additional Legal Guardian's physical address is the same as Legal Guardian/Adult's physical address

Country: _____

Street Address: _____ Apt, Floor, Suite, etc. (optional): _____

City: _____ State: _____

Zip/Postal Code: _____ County: _____

Section: Student Information

Basic Information

First Name: _____ Preferred First Name: _____

Middle Name: _____ Last Name: _____

Gender: Male Female What grade level is your student applying for? _____

Date of Birth: _____

Student's Physical Address

Country: _____

Street Address: _____ Apt, Floor, Suite, etc. (optional): _____

City: _____ State: _____

Zip/Postal Code: _____ County: _____

Student's Shipping Address

Check box if student's shipping address is same as student's physical address

Country: _____

Street Address: _____ Apt, Floor, Suite, etc. (optional): _____

City: _____ State: _____

Zip/Postal Code: _____ County: _____

Student's Mailing Address

Check box if student's mailing address is same as student's physical address

Country: _____

Street Address: _____ Apt, Floor, Suite, etc. (optional): _____

City: _____ State: _____

Zip/Postal Code: _____ County: _____

Section: Family Information

Emergency Contact 1

First Name: _____ Middle Name: _____

Last Name: _____ Relationship to Student: _____

Primary Phone: _____ Email: _____

Emergency Contact 2

First Name: _____ Middle Name: _____

Last Name: _____ Relationship to Student: _____

Primary Phone: _____ Email: _____

Total number of all members in your household, whether they receive income or not: _____

Total of all household members' income before taxes or any other reduction: \$ _____

Indicate the amount that is easiest for you to calculate (Annually, Monthly, Bi-weekly, or Weekly):

- Annually
- Monthly
- Bi-weekly
- Weekly

Have you or your student applying for this school recently lost your housing due to an economic hardship? Yes No

If Yes – Is the student applying for school physically living with a parent or guardian? Yes No

Is your student a dependent of active duty, reserved, retired military, and or have access to a military installation?

- Active Duty US Army Active Duty Air Force Active Duty Navy Active Duty Marines Active Duty Coast Guard
- Reserves Army Reserves Air Force Reserves Navy Reserves Marines Army National Guard Air Force National Guard Parents Multiple Branch Retired Military Not Applicable

Has anyone in your immediate family been involved in one of the following occupations, either full or part-time or temporarily during the last three (3) years? Agriculture, planting/picking; Planting, growing, or cutting trees (pulpwood)/raking pine straw; Processing/packing agricultural products; Dairy/Poultry/Livestock; Meatpacking/Meat processing/Seafood; Fishing or fish farms? Yes No

If you have moved within three (3) years, was the move made for the purpose of seeking or obtaining agricultural, poultry or fishing related employment? Yes No

The student resides on federal property. Yes No

The student resides in low rent housing. Yes No

The parent is employed on federal property located in the county. Yes No

Are you able to prove residency within Florida? Yes No

Please describe your current living/residential situation. Please select one from below. Homeowner Renter Reside with Homeowner Reside with Renter

Section: Academic History

Has the student been continuously enrolled in school? Yes No

What is your student's most recent school type?

- Public School
- Private School
- Homeschool
- Never Attended
- Charter School
- Out-of-State

Most Recent School Name: _____ Country: _____

Address: _____ City: _____

State: _____ Zip Code: _____

County: _____

School District: _____

Is the student currently enrolled and attending the school listed above? Please select Yes if you are answering this question during the summer and the student did complete the previous school year. Yes No

Has your student previously attended public school in the state of Florida? Yes No

Is the student currently in good standing? By answering Yes, you are confirming there are no pending disciplinary actions such as truancy, suspension, or expulsion. Yes No

Has the student ever attended a public school? Yes No

Is this the first time you are enrolling the student in this school district? Yes No

Has the student ever been expelled? Yes No

If Yes – Was the student expelled within the last 12 months? Yes No

Does the student have a medication or treatment order addressing any life-threatening health condition that the child has that may require medical services to be performed at the school or would impact their medical needs? Yes No

Has the student had any evaluations that identified them as gifted or talented? Yes No

Has your child received Title 1 services in the past? Yes No

Did your student complete the previous school year? Yes No

Is your student currently attending school? Yes No

Has your student ever been enrolled in this school or previously submitted an application? Yes No

Is your student age appropriate for their grade level? Yes No

Does the student reside in Duval county? Yes No

Does the student reside in Osceola county? Yes No

Does the student reside in Clay county? Yes No

Has the student enrolling currently at risk of aging out of school before earning their diploma? Yes No

Are you interested in signing up for Stride K12's Graduation Guarantee Program? Yes No

Section: Learning Coach

We want to ensure that all enrolling families are aware of School Policies and Enrollment Expectations. Test School of Enrollment requires that each student has a designated adult, known as the Learning Coach, who will have the primary responsibility of being actively involved in all school related work and activities. Learning Coaches are the primary point of contact for all teachers and Academic Staff. If you choose to select someone other than yourself as the Learning Coach, please note that Legal Guardians are still ultimately responsible in ensuring adherence to school policies.

A Learning Coach actively monitors, assists, and motivates the student on a daily basis to ensure academic progress and adherence. The role and responsibilities of the Learning Coach varies based on the student's grade level.

Grades K- 5th

In grades K-5, the Learning Coach works side-by-side with a student to facilitate progress through daily lessons. While the teacher oversees all facets of the instructional experience for each subject, the Learning Coach's constant guidance and support through each lesson is critical for a young learner. The Learning Coach communicates regularly with the student's teacher and establishes proper scheduling, pacing and advanced preparation for lessons. A K-5 Learning Coach ensures that the student is making adequate progress in all courses and meeting program expectations. Learning Coaches of K-5 students can expect to spend 3–6 hours per day supporting their child's education.

Grades 6th- 8th

In Middle School students begin to develop more independence and take a more active role in their learning. The support of a Learning Coach is critical during this transition. A Middle School Learning Coach is responsible for working closely with the student's teacher(s) to monitor all aspects of a child's online schooling experience. The Learning Coach ensures that the student is engaged in schooling each day, meeting program requirements and deadlines, staying on track with scheduling and pacing, and collaborating with his teacher when additional support is needed. While students begin to gain independence in Middle School, they still need consistent guidance and support from a Learning Coach to ensure academic success. Learning Coaches of Middle School students can expect to spend 2–4 hours per day supporting their child's education.

Grades 9th- 12th

In High School the Learning Coach is referred to as the student's Mentor. The Mentor helps the student stay on task and ensure the student is following through on his or her assignments while the student is expected to manage his or her own time and schedule directly. High School courses are taught by teachers specifically experienced in their respective subjects, so the student has a different teacher for each subject. These teachers are responsible for reviewing all student work and providing instructional feedback. The student is expected to move at a consistent pace with her or his class in each subject.

Please review the Acknowledgement of Expectations and School Policies document before selecting the student's Learning Coach to ensure you fully understand this role and its responsibilities.

Enrollment Verification and Acknowledgment of Expectations

Please sign and initial where requested for all statements below.

Electronic Consent

- I consent that all the information I have provided on my application thus far is correct and accurate, including my address, the student's name, grade level and birthdate.
- I understand that if I am found not eligible, I will be withdrawn from the school.
- I wish to be enrolled into this school as soon as available.
- I understand that FLCCA is a school with limited seats due to the school's capacity. My student(s) may be added to a wait list even though all documentation has been submitted. FLCCA cannot guarantee enrollment as enrollment is offered on a first come, first serve basis.
- I understand that repeated infractions of the *Code of Student Conduct*, located within the Student Handbook, will be considered willful disobedience and/or open defiance of authority. Such patterns of behavior will also warrant consideration for immediate administrative withdrawal from the school and/or ineligibility to re-register the following year.

Parent/Guardian's Signature: _____

I agree and understand the policies outlined below:

SCHOOL POLICIES AND LC RESPONSIBILITIES

Initial Here

School Policy Video:

We are excited you chose our school. Please take the time to watch the short video of our school policies. By initialing here, you are verifying that you have watched the video in its entirety.

Initial Here

Orientation:

Orientation includes completing the Introduction to Online Learning Course in the Online School. This course is designed to familiarize students and Learning Coaches with the Online School platform and other tools required to succeed in our school.

- Learning Coaches and students must attend an online orientation session within the first 5 days of school
- Information for this session is obtained within the Online School account.

Initial Here

Learning Coach Role:

- The Learning Coach (LC) is typically a parent or Legal Guardian of the Student.
- If a parent or Legal Guardian is not available, the Legal Guardian can select a family member, friend or trusted adult to be the Learning Coach.
- Alongside certified teachers, the LC provides academic support, spends time preparing for and engaging in each academic day, and motivates and guides the student during the full school year.
- The LC understands and follows attendance policies, and communicates directly with teachers and staff, as needed.
- LC's assure that students attend live classes and complete work within the online school.
- LC acknowledges and ensures their learner completes all required schoolwork and assessments (K – 12)
- **Grades K-5:**
 - Grades K–2
 - LCs spend 4 to 6 hours per day working with their student—at this early stage, it is important to be very hands-on and available
 - LCs help their young learner understand what to do each day and how to do it
 - LCs lead offline lessons and help students develop foundational reading and writing skills
 - LCs gather and organize course materials as needed

- LCs should actively monitor learner during all live class sessions.
 - Grades 3–5:
 - LCs spend 4 to 6 hours per day working with their student
 - LCs are actively engaged and available throughout most of the school day
 - LCs lead offline lessons and help their learners develop foundational reading and writing skills
 - LCs keep students motivated and on track, teaching them to manage their time and helping them become an independent learner
 - LCs should actively monitor learner during all live class sessions.
 - Students will spend roughly 25% of their time doing offline work—such as projects, textbook reading, workbook assignments, and physical education—and 75% doing online work—such as class connect sessions and lessons in the online school. This time but may vary based on student needs.
- **Grades 6-8:**
 - LCs spend 1-3 hours per day working with their student, which may vary based on student needs.
 - Students average six hours of work each school day.
 - A student's level of independence will inform how much time students need to spend with their Learning Coach each day (some will spend more than three hours; it depends on the student).
 - LCs help them become a more independent learner and develop time-management skills
 - Keep learners motivated and on track, helping them redirect when they become distracted
 - Students will spend roughly 30% of their time doing offline work—such as projects, textbook reading, workbook assignments, and physical education—and 70% doing online work—such as class connect sessions and lessons in the online school. This time but may vary based on student needs.
- **High School:**
 - LCs spend 1-3 hours per day working with the student and are actively engaged in supporting the student to meet the important educational milestone of graduating from high school. This may vary based on student needs.
 - Students average six hours of work each school day.
 - A student's level of independence will inform how much time students need to spend with their Learning Coach each day. For example, some will spend more than three hours; but it depends on the student.
 - Keep your learner motivated and on track, helping them redirect when they become distracted and help them develop time-management skills
 - Students will spend roughly 30% of their time doing offline work—such as projects, textbook reading, workbook assignments, and physical education—and 70% doing online work—such as class connect sessions and lessons in the online school. This time but may vary based on student needs.

Initial Here

Dual Enrollment:

The Florida Cyber Charter Academy (FLCCA) is a full-time public charter school and upon acceptance, students may not be enrolled in any other full- or part-time public school.

- Students must remain enrolled in their current school until the student's official start with FLCCA.
- Withdrawing from the student's current school is the responsibility of the Legal Guardian.

Initial Here

Attendance:

- FLCCA is required to track attendance according to State Law
- Attendance is logged Monday through Friday; however, students can make academic progress over weekends, holidays, etc.
- Students that do not meet attendance requirements or adequate progress may be found truant or withdrawn from our school based on district policies and regulations.

- Details of the attendance requirements can be found in your parent portal under the resources tab
 - Full-day Kindergarten is required.
 - Grades 1-8: Requirement is a minimum of 5-7 hours daily on coursework, class participation, and other educational activities.
 - Grades 9-12: Requirement is a minimum of 5-7 hours daily on coursework, class participation, and other educational activities.

Synchronous Requirements: Students in all grades are required to participate in these sessions which are online, live small group classes led by certified teachers who actively engage the students in class activities through the use of webcams, microphones, and the virtual whiteboard.

- Attendance at synchronous teaching sessions is required, a minimum of 10 sessions per week.
- Synchronous sessions are scheduled during school hours.

Initial Here

Academic Plan:

- Teachers and staff are trained in how to effectively work within an online environment, including being able to assess where your student is academically at key points of the year and then mapping out a student-centered learning path.
 - This student-centered learning path includes the K12 curriculum and will include required live Class Connect sessions and, if necessary, the need for supplementary help sessions.
 - Your student may have more, or fewer required live Class Connect and help sessions than other students – the path is mapped to what your student needs.
 - Your student’s academic needs and the schedule will be reassessed throughout the school year.
- While your student has some ability to order and organize their work according to their personal preference there will be required Class Connect sessions that cannot be missed.

Initial Here

Teacher Support:

Families are expected to maintain communication with the school and teachers on a regular basis. School email is our school's internal email system and it is the primary means of communicating with teachers and school staff.

- Phone conferences and/or live meetings will be initiated by the teacher as needed.
 - All parties will be expected to have access to all curriculum materials and a computer for these conferences.
- Face-to-face meetings will be required as needed.

Initial Here

Family Contact Information:

A working phone number, email address, and current physical, mailing and shipping addresses must be provided throughout school year.

- Families are required to notify teacher and/or school administration of any changes in contact information as they occur.
- Additional supporting documentation, such as a new proof of residence, may be required.

Initial Here

Coursework:

Elementary

- Grade level course work is mastery-based.
- The online assessments are integrated with the planning and progress tools, making it easy to find the right pace by subject and to stay on track.

High School

- Grade level course work is credit-based and rigorous.

- Each course has a regular weekly schedule of assignments and activities which are graded by a teacher.

Initial Here

Testing:

- All students will be required to participate in state testing according to their course enrollment.
- State testing is completed in person, the sites will be regional, and it is the family’s responsibility to provide transportation to the location.
- Parents may be required to drive up to 60 miles to testing location site.
- Specific dates, times, and locations will be provided in advance by your teachers.
- Some additional specific testing information can be found in the parent portal under the resources tab
- Failure to attend may result in the student being withdrawn from our school.

Initial Here

Benchmark Assessments:

FLCCA administers two different benchmark assessments throughout the year to gather data on student performance, identify areas of strength, where students need additional support, and ensure that students are making adequate growth.

- FLCCA utilizes the NWEA MAP Assessment as one assessment: given at the beginning of the year, middle of the year, and end of the year.
- In addition to this, FLCCA administers Interim Assessments every 6-8 weeks.
- The data from these two assessments is used to inform teachers on where students are at academically, how they can target their instruction to student needs, and to ensure that students are prepared for state assessments.

Initial Here

Language Acquisition Screener Notification of Testing – 6A-6.0902 Requirements for Identification:

Once a parent/ guardian answers “yes” to one of the Home Language Survey questions, the child will be tested for English Proficiency.

- The student may also be placed in the ELL Program pending assessment.
- This will help the school provide the support necessary for the student to be successful.

WIDA’s ACCESS for ELL’s-This is the Statewide English language proficiency assessment. Students that are placed in the ELL Program are required to take the WIDA that it is administered in the Spring of every school year.

Initial Here

Mobile Devices:

Unfortunately, many portable devices do not support the software products required to run the Online School. These devices may include (but not limited to): Chromebooks, iPods, Kindles, and eReaders.

Initial Here

Computer:

All students must have a computer dedicated for schooling. Based on financial need, FLCCA may loan a computer to an enrolling family. The income guidelines used to make this determination are the same ones set forth by the federal government for determining eligibility in the National School Lunch Program for free or reduced-price lunches. FLCCA will offer:

K-12: One laptop per student and one printer per family.

Families that are using their own computer are responsible for ensuring their personal computer meets the required specifications for our Online School Platform. Please check the specifications by visiting the website below:

<https://www.k12.com/high-school-course-list/technical-requirements.html>

Initial Here

High Speed Internet:

High Speed Internet access is required for enrollment for all students. It must be active by the first day of school and must be maintained for the duration of enrollment. Families will receive an internet stipend if the eligibility

requirements for National School Lunch Program are met.

- Students must be actively enrolled through the end of the school year AND complete the Free and Reduced Lunch Form to be eligible to receive the stipend.
- The stipend will be paid out after each completed school year.
- Families are expected to maintain continuous internet in order to access curriculum and student classes.
- Any family unable to do so are encouraged to reach out to their advisor or principal to discuss options

Name of Parent or Legal Guardian: _____
first last

Parent/Guardian's Signature: _____ Date: _____

Learning Coach Information

Who will be the student's learning coach?

I will be the Learning Coach Another responsible adult will be the Learning Coach

If another responsible adult will be acting as Learning Coach, please provide their information below

First Name: _____ Middle Name: _____

Last Name: _____ Primary Phone: _____

Secondary Phone: _____ Email: _____

The provided email address will be the primary communication used for sending and receiving information about your child's education, including grades, assignments, and other information about his or her progress. Please ensure only adults who have authorized access to the student's educational record have access to this email inbox. As a reminder, Learning Coaches should check their email account daily.

Learning Coach Address

Country: _____

Street Address: _____ Apt, Floor, Suite, etc. (optional): _____

City: _____ State: _____

Zip/Postal Code: _____

Section: Student Detail

What is the student's legal School District of Residence? _____

What is the single Ethnicity that best describes your child?

- Black or African-American
- American Indian or Alaska Native
- Asian
- Hispanic or Latino
- Native Hawaiian or Other Pacific Islander
- White or Caucasian
- Multi-racial

Is your child of Hispanic or Latino origin? Yes No

What race(s) do you consider your child? (Check all that apply)

- Black or African-American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- White or Caucasian

Is a language other than English used in the home? | *¿Se habla en el hogar otro idioma que no es inglés?*

Yes No

If yes, language | *¿Tuvo el estudiante otro idioma natal que no es inglés?* _____

Did the student have a first language other than English? | *¿Se habla en el hogar otro idioma que no es inglés?*

Yes No

If yes, language | Si la respuesta es sí, escriba el idioma. _____

Did the student most frequently speak a language other than English? | *¿Habla el estudiante más frecuentemente un idioma que no es inglés?*

Yes No

If yes, language | Si la respuesta es sí, escriba el idioma. _____

In what country was the student born? _____

In what state was the student born? _____

In what city was the student born? _____

Do we have permission to publish both the student and your information in our Family Directory? Yes No

Does the school and Stride have your permission to use pictures or video of your student? Yes No

How long will your student be enrolled with this school?

- Through the first nine weeks
- Through first semester

- Through third nine weeks
- Through end of school year
- More than one school year

If enrolling for less than the school year – Please specify why you intend to enroll for less than the school year

- Academic Concerns from Previous School
- Family Changes
- Health Reasons
- Relocation
- Sports
- Uncertainty
- Other: _____

Is your student out of school due to bullying or other safety concerns interfering with attendance? Yes No

Does your student seek advanced coursework that is not available in his or her current school? Yes No

Is your student involved in competitive arts or sports whose days are used for training and practice? Yes No

Has the student ever been enrolled in the school you are applying for? Yes No

If yes – was your student withdrawn for truancy or non-compliance reasons? Yes No

Have you attended a Stride school event yet? Yes No

Is your child experiencing any challenges at his/her current school? Yes No

If yes – Please select all that apply:

- Desires more academic challenges
- Is struggling academically
- Is being bullied
- Needs more individual attention
- Has poor relationship/communication with school/teacher
- Needs more structure in school
- School environment is too distracting
- Bored/disengaged with classes/schoolwork
- Other issues or challenge

How well do the following 4 statements describe your child?

(1=Does not describe at all. 10=Describes extremely well.)

Completes homework/assessments on time: 1 2 3 4 5 6 7 8 9 10

Wants to do well in school: 1 2 3 4 5 6 7 8 9 10

Prioritizes schoolwork over other activities: 1 2 3 4 5 6 7 8 9 10

Likes to work independently: 1 2 3 4 5 6 7 8 9 10

Does the student have a medication or treatment order addressing any life-threatening health condition that the child has that may require medical services to be performed at the school or would impact their medical needs?

Yes No

By checking this box you acknowledge that your student must stay enrolled in their current school until they are fully enrolled in FLCCA in order to remain eligible for enrollment.

I acknowledge the above statement

Is your student between the ages 5 and 20?

Yes No

Does your student qualify for USDA Free and Reduced Meals?

Yes No

Would you like to receive a loaner computer?

Yes No

Are you enrolling your student due to concerns related to COVID?

Yes No

Section: Certification

By signing below you are verifying that you are the student's legal guardian. You are also certifying that all of the information contained on this Admissions Form is true and correct including, but not limited to the acceptance and Agreement to Use of Instructional Property. You understand that completion of this Admissions Form does not guarantee your student's acceptance into the program. You also understand that, once submitted, you will not be able to edit this information later without speaking to an Enrollment Consultant.

By Signing below you agree to the Agreement for Use of Instructional Property

Parent/Guardian First Name: _____ Parent/Guardian Last Name: _____

Parent/Guardian Signature: _____ Signature Date: _____



Florida Cyber Charter Academies
Attn: Operations Manager
9143 Philips Hwy
Suite 590
Jacksonville, FL 32256
Ph. 855.753.7143
Fx. 407.386.6325
flcca.k12.com

Release of Student Records

Please accept this document as formal approval for the release of all official school records (including the record of transcripts, testing information, special education, health and immunization records).

Student Information

Student's Full Name: _____
first middle last

Student's Date of Birth: _____

Student's Legal Address: _____
street apt #

_____ city county state zip

Home Phone: _____

Homeschooled or Never Previously Enrolled in School (Fill out only if applicable)

Check below if applicable:

- Student was always previously homeschooled
 Student is enrolling in Kindergarten

Prior School Information

Name of Prior School: _____

School's Address: _____
street

_____ city county state zip

School's Phone: _____

School's Fax: _____

Sign and Date below

Name of Parent or Legal Guardian: _____
first last

Parent/Guardian's Signature: _____ Date: _____

SCHOOL OFFICIALS ONLY:

Send student records to: **Florida Charter Cyber Academies**
Attn: Operations Manager 9143
Philips Hwy
Suite 590
Jacksonville, FL 32256

Student's Name:

Student's Home Phone:

Florida Cyber Charter Academy

Home Language Survey (*Encuesta de idioma del hogar*)

In accordance with Rule 6A-1.0955, FAC: Each student, upon initial enrollment in a school district, shall be surveyed at the time of enrollment by being asked the questions identified below. **De acuerdo con la Regla 6A-1.0955, FAC:** Al comienzo de la matricula, en un distrito escolar, cada estudiante sera entrevistado para identificar lo siguiente.

Student name (*Nombre del estudiante*) _____ **Date** (*Fecha*) _____ **Grade** (*Grado*) _____

School Name (*Nombre de la escuela*) _____

Parent/Guardian (*Madre/Padre/Tutor*) _____

Date of birth (*Fecha de Nacimiento*) _____ **Birthplace** (*Lugar de Nacimiento*) _____

Date student first enrolled in a school in ANY of the USA 50 states in grades K-12. _____ (date/fecha)
Fecha del primer día que el estudiante fue matriculado en alguna escuela en cualquiera de los 50 estados de los Estados Unidos?

Has the student previously attended any school in Florida? No (No) _____ Yes (Si) _____

¿Se ha matriculado el estudiante en una escuela en la Florida anteriormente?

If yes, please complete the information below: (*Si es si por favor complete la siguiente informacion*)

Last date of attendance (*último día que asistio*) _____ **City** (*Ciudad*) _____

School Name (*Escuela*) _____ **District** (*distrito*) _____

You must answer ALL the following questions by checking Yes or NO. If you answer yes to A, B, or C your child will be screened. *Debe contestar TODAS las preguntas con Si o No. Si responde Si a A, B, o C su hijo(a) sera evaluado.*

A. **Does the student most frequently speak a language other than English?** No _____ Yes _____

¿El estudiante habla con mas frecuencia un idioma que no sea ingles?

If yes, what language? *Si responde si, ¿que idioma?* _____

B. **Did the student have a first language other than English?** No _____ Yes _____

¿Tuvo el estudiante un primer idioma que no era ingles?

If yes, what language? *Si responde si, ¿que idioma?* _____

C. **Is a language other than English used in the home?** No _____ Yes _____

¿Se habla un idioma que no es ingles en la casa?

If yes, what language? *Si hay otro idioma, ¿cual es el idioma?* _____

Read the following statements for Notification of Testing Procedure and initial on the line provide.

Lea las siguientes notificaciones relacionado a la Notificación de Procedimientos de Prueba e inicie en la linea proveida.

_____ If you answered “yes” to A, B, or C above, your child will be tested for English proficiency so that the teacher(s) can better serve him/her. Florida Cyber Charter Academy administers an oral language test, in person, in all grades to determine listening and speaking proficiency, as well as an English reading/writing proficiency test for grades 3-12. (*Si responde “si” a A, B, o C en algunas de las preguntas anteriores se evaluará a hijo(a) para determinar su dominio del idioma inglés, de modo que el maestro(a) pueda servirle mejor. FLCCA administra una prueba de language oral, en persona, en todos los grados para determinar el dominio del inglés. Tambien una prueba de lectura y escritura en los grados 3-12.*)

_____ If you answered “yes” to questions A & B, your child will receive services from the ELL Program until completion of the eligibility assessment. (*Si responde “si” a las preguntas A y B, su hijo(a) recibirá servicios del programa ELL hasta que se complete las pruebas de elegibilidad.*)

_____ A letter of explanation will be sent if the testing cannot be administered within the first 20 days of the student’s start date. You will be notified regarding your child’s eligibility for services. (*Se enviara una carta de explicacion si la prueba no se puede administrar en los primero 20 días escolares de la fecha de inicio escolar del estudiante. Se le notificará sobre la elegibilidad de su hijo(a) cuando se completen las pruebas.*)

The ELL Program provides support services to English Language Learners by placing them in classroom with teachers who have had training in strategies to make English and subject area content understandable to them. If you have any questions concerning the ELL Program or assessment of English proficiency, please call the school and ask to speak to the ELL Compliance Coordinator at 904.247.3268.

El Programa de ELL le brinda servicios a los estudiantes con dominio limitado de ingles al colocarlos con maestros(as) que han recibido capacitacion en estrategias para hacer el contenido de las clases comprensible para ellos. Si tiene preguntas sobre los servicios o las pruebas para determinar el dominio del inglés, llame a la escuela y pregunte por el coordinador del programa de ELL al 904.247.3268.

Signature (*firma*) _____ **Relationship to the student** (*relación con el estudiante*) _____



Cancellation of Special Assignment to Attend a Charter School for 2023-2024

This form authorizes the Charter School Office to **CANCEL** the special assignment listed below. This form must be signed by the parent/guardian. The form must be **fully complete** in order for the charter office to accept it.

Student Name

Date of Birth

Grade

DCPS Student Number

Name of **NEW** charter school to **ENROLL**:

Charter School Name

Charter School Number

I am requesting to **CANCEL**:

Magnet School:

Choice School:

Charter School:

Home School, McKay Scholarship, Duval Virtual, or Empowerment Scholarship

By signing this form, I am acknowledging that my child is on special assignment to the school listed above. Canceling this assignment will withdraw my student from the school listed above. I acknowledge that my child may not be able to return to the school listed above if I decide to leave the charter school at a later date.

Parent/Guardian Signature

Date

EMAIL this form to: duvalcharter@duvalschools.org

APPLICATION FOR OUT-OF-COUNTY STUDENTS 2023-2024

The registering school must complete the following form for any student who is currently living outside Duval county and is entering the Duval County Public School system for the first time before the student's application can be processed. **The Charter Office must have the district number, school name, and school number of the attendance zone school for the student's residence in order to complete the creation of a student number.**

Student's First Name:		Student's Middle Name:		Student's Last Name:	
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		Student's Birth Date: MM/DD/YYYY:		Student's Social Security #: (Optional)	
Address:				Zip Code:	County:
Home Phone:				2023-2024 Grade Level:	
Attendance Zoned School Number:			Zoned School's Address:		
Attendance Zone District Number:			County: State:		
Student's Place of Birth: City: _____ State/Country: _____ 1 st Day in US if born outside of US _____ MM/DD/YYYY Multiple Birth: <input type="checkbox"/> Yes <input type="checkbox"/> No		Ethnicity: (If multi-racial, please check all that apply) <input type="checkbox"/> Am Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Hispanic-Latino/Black <input type="checkbox"/> Hispanic-Latino/White <input type="checkbox"/> Pacific Islander <input type="checkbox"/> White		Home Language Survey: • Is a language other than English used in the home? <input type="checkbox"/> Yes <input type="checkbox"/> No • Did the student have a first language other than English? <input type="checkbox"/> Yes <input type="checkbox"/> No • Does the student most frequently speak a language other than English? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Indicate Home Language: _____ Parent/Guardian Language _____ Native Language _____ Preferred Language					
Active Military Family Student? <input type="checkbox"/> Yes <input type="checkbox"/> No			Does either parent or guardian work or live on Federal Property? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Student Lives with: <input type="checkbox"/> Both Parents <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Guardian <input type="checkbox"/> Other <i>(If living with both parents, list both names below)</i>					
Father's Full Name:		Mother's Full Name:		Guardian's Full Name:	
Father's Cell Phone:		Mother's Cell Phone:		Guardian's Cell Phone:	