

NEW JERSEY VIRTUAL SCHOOL REGISTRATION INFORMATION

1. To begin the registration process, please go to www.njvs.org/applynow.aspx. Go to the bottom of the page and click on "Click here to continue registration".
2. On the next page click "Create one here".

New Jersey VirtualSchool
Log on to Learn!

Login Page

Your account allows you to:

- Access your student's personal information and grades
- See posted messages from your school
- See a calendar of activities
- Manage your notification preferences
- Contact your school
- See the students courses, grades, pace and unofficial transcript

If you don't have an account, you may [create one here](#).

Don't have an email address? You can get a free one at any of the following:
[Gmail](#) [Yahoo!](#) [HotMail](#)

User ID:

Password:

[Forgot your password?](#)

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3. Enter the appropriate information into the highlighted fields. Note: you must create a password for yourself that is at least 6 characters and must contain at least 1 letter and 1 number.

New Jersey VirtualSchool
Log on to Learn!

Apply for Admission

Personal Info

First Name*: Middle Name:

Last Name*: Suffix:

Date of Birth (mm/dd/yyyy)*: Gender*:

Email Address*: Class of (YYYY)*:

Race*: Primary language*:

Type*:

Student State ID: Don't know it? Enter NONE

Login*: This will be automatically created Create a Password*:

Re-type Password*:

Comments:

Phones

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4. Scroll down and fill out all the information for:
 - a. Personal Information
 - b. School Information
 - c. Guardian Information
5. Make sure you check ALL of the contracts and Policy Statements at the bottom

Final Required Contract and Policies Statements Review and Acceptance (click on each button to review)

Right To Privacy Terms

Academic Integrity Statement

Acceptable Use policy (AUP)/Code of Conduct

6. To do so, click on each item, read through it, and check on the box at the bottom and click on Submit. You **MUST** do this for each or you cannot register for any courses.

Final Required Contract and Policies Statements Review and Acceptance (click on each button to review)

Right To Privacy Terms

Right To Privacy

New Jersey Virtual School will abide by the student privacy guidelines set forth by the Family Educational Rights and Privacy Act (FERPA). The following persons have access to student records:

- NJVS Board of Trustee members
- New Jersey Virtual School Advisory Board members
- Executive Director and administrative team
- Professional staff of the school (teacher/guidance counselor)
- Appropriate administrative support staff members
- Other professionals who have a legitimate educational or legal interest in student records as designated by the Executive Director

New Jersey Virtual School will provide an academic transcript to the student's primary school of record upon completion of their online course(s), or at any time upon the request of the primary school and/or student's legal guardian.

The names of New Jersey Virtual School students, their images, and their course work will not be published on our Website or in video without student and guardian consent.

All New Jersey Virtual School students are provided a unique password that will allow them to access their online courses. It is the responsibility of the student to keep his/her password in confidence.

I have reviewed and accepted these terms

Submit

7. Once all are checked and submitted, click on Submit at the bottom to complete your application.

Final Required Contract and Policies Statements Review and Acceptance (click on each button to review)

Right To Privacy Terms (REVIEWED)

Academic Integrity Statement (REVIEWED)

Acceptable Use policy (AUP)/Code of Conduct (REVIEWED)

Submit

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- After your application is submitted, a message will appear with your logon information and a link to logon to NJVS. Copy or print out the logon information and keep for future reference.

New Jersey
VirtualSchool
Log on to Learn!

Apply for Admission

Test Account, Welcome to NJ Virtual High School
Congratulations, and welcome to NJ Virtual High School!
You have successfully completed Admissions.
Now you can Request New Courses from the navigation menu.
Your account was created successfully.

Your User ID is: **taccount3925**
Your Password is: **testaccount1**
[Click here to login.](#)

Personal Info

First Name*: **Test** Middle Name:

- Logon with your account information and click on Login.

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[Gmail](#) [Yahoo!](#) [HotMail](#)

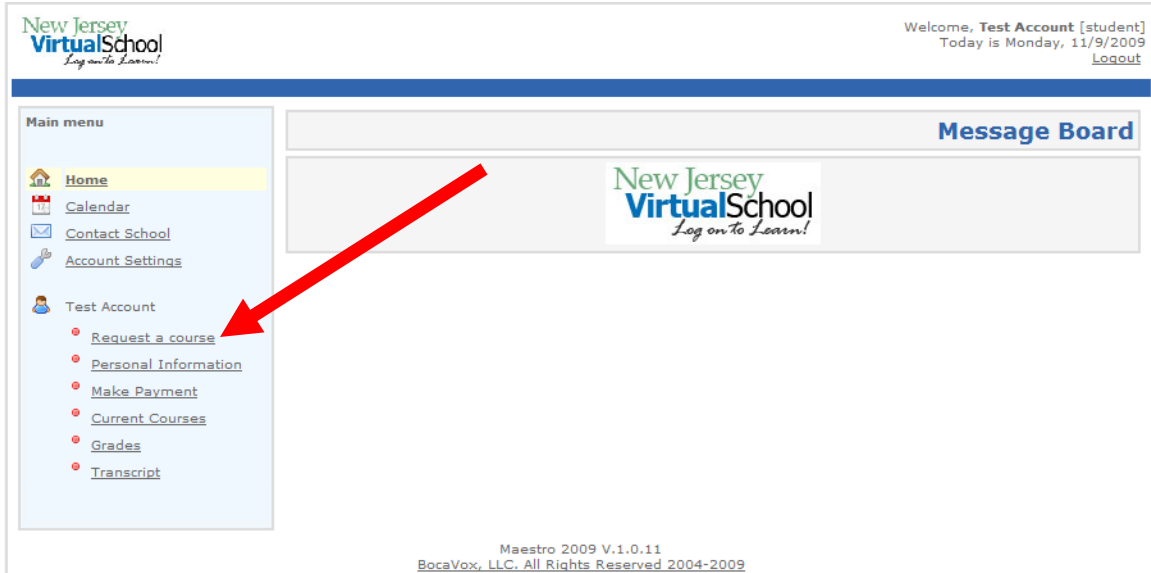
User ID: **taccount3925**
Password: **.....**

Login
[Forgot your password?](#)

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NEW JERSEY VIRTUAL SCHOOL REGISTRATION INFORMATION

10. Once you are logged in, click on “Request a Course” to select your course.

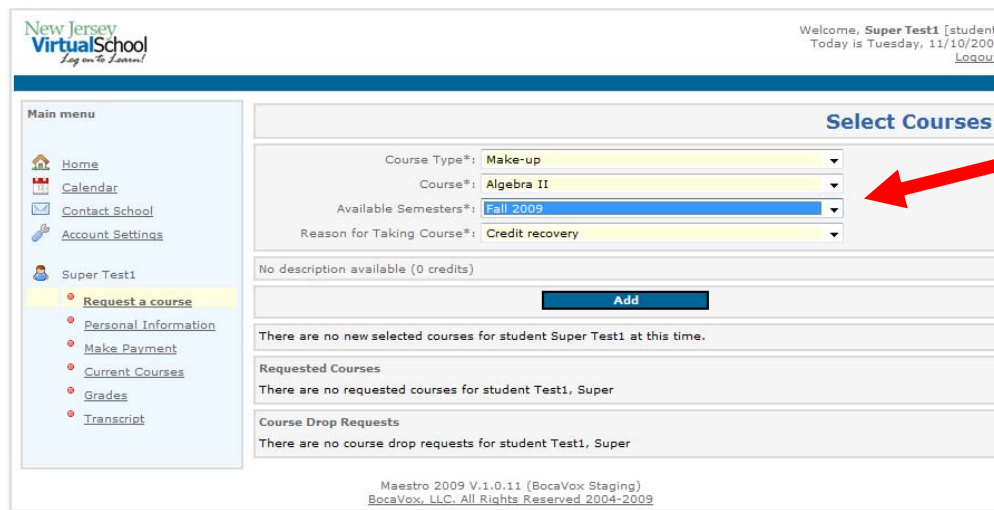


11. Select the type of course you are taking
- a. Advanced Placement – For students taking AP Courses
 - b. Comprehensive – For students taking the full course for the first time
 - c. Make-up – For students re-taking the course for credit recovery

12. Select the Course you are taking.

13. Select the appropriate Available Semesters

14. Select a reason for taking the course



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15. Click the “Add” button to add the course.

The screenshot shows the New Jersey Virtual School registration interface. At the top left is the logo with the tagline "Log on to Learn!". At the top right, it says "Welcome, Super Test1 [student]" and "Today is Tuesday, 11/10/2009" with a "Logout" link. A "Main menu" on the left includes links for Home, Calendar, Contact School, Account Settings, and Super Test1. Under Super Test1, "Request a course" is highlighted. The "Select Courses" form has the following fields: Course Type* (Make-up), Course* (Algebra II), Available Semesters* (Fall 2009), and Reason for Taking Course* (Credit recovery). Below the form is a description field with "No description available (0 credits)" and an "Add" button, which is pointed to by a red arrow. Below the form, there are three sections: "There are no new selected courses for student Super Test1 at this time.", "Requested Courses: There are no requested courses for student Test1, Super", and "Course Drop Requests: There are no course drop requests for student Test1, Super". The footer contains "Maestro 2009 V.1.0.11 (BocaVox Staging)" and "BocaVox, LLC. All Rights Reserved 2004-2009".

16. Click the Submit Request button once you are done selecting all of your courses.

17. An email will be sent to your school for approval.

- a. ***NOTE:*** *Your course needs to be approved before you can pay for the course*

18. Once your course is approved, you will receive an e-mail informing you that the course has been approved and you may now make your payment.

19. To make payment, logon using your logon information and click on “Make Payment” and enter your credit card information.

- a. NJVS also accepts money orders or certified checks payable to:

New Jersey Virtual School

Important: Please enclose your child's name, school, course, and your phone number

NOTE: PAYMENT WILL ONLY BE ACCEPTED AFTER APPROVAL FROM THE STUDENT'S SCHOOL AND MUST BE RECEIVED BEFORE CLASSES BEGIN

20. Once your payment is received, you will receive a confirmation e-mail and be assigned to a class.

21. To logon to your course(s), go to www.njvs.org/login.aspx and click the link to logon to your courses.

22. Once you logon, click on “Current Courses”.