

**Bethlehem Catholic High School**  
**VHS Course Application**  
**2018-2019**

**Is VHS for you?** Please read the information listed below, and complete the steps in the application process. This will allow you to make an informed decision as to whether VHS will be a good match for you. Applications that are not complete will be returned to the student.

**Criteria for acceptance into the VHS Program** - The following items will be considered for all students applying for VHS courses.

- › Classroom behavior
- › Completion of assignments (there is no minimum grade requirement)
- › Self-motivation
- › Ability to work independently
- › Attendance (will not be a major factor, but will be considered)

**Course Policies for VHS Classes.**

- › A student cannot take a course that is currently offered at Bethlehem Catholic High School.
- › The administration has the right to disapprove a course.
- › VHS Course Registration begins in the first or second week of May. Once a student has been registered for a course, they will not be allowed to withdraw from the program. However, Bethlehem Catholic reserves the right to withdraw a student from the program at any time.
- › There are a limited number of seats each semester. The number of classes a student is enrolled in will be determined by the number of students accepted into the program. AP and full year courses are considered two seats. Semester courses are considered one seat.
- › Students should review the course information carefully before making their course selections. A student may request to switch one VHS course for another prior to the start of classes. This does not mean that a student's request will be granted. Requests to change a course will be considered on a case-by-case basis. All requests must be approved by Mr. Henrich and Mrs. Fitzpatrick. In order to request a course change, a written request stating the reason for the change must be completed by the student and signed by his/her parent or guardian.
- › Students must be able to work independently.
- › A student may need to work outside of school hours to complete weekly assignments.
- › If a student does not have Internet access at home, he/she must be willing to use a public library or other source to complete the necessary course work.

**How much time should I allot to complete my work for VHS each week?** Students taking a VHS course during school hours have 3 ½ hours of scheduled class time. The hours listed below include this time.

- › A **standard level** class requires students to be actively engaged in their coursework for approximately **6 - 8 hours** per week
- › An **honors level/Pre-AP** class requires students to be actively engaged in their coursework for approximately **8 - 10 hours** per week
- › An **AP level** class, requires students to be actively engaged in their coursework for approximately **10 - 12 hours** per week.

**Credit for VHS Courses:** The VHS Collaborative is Nationally Certified, as well as Middle States Certified. NCAA approved courses can be found in the [VHS Course Catalog](#) by selecting the More options button and selecting Yes in the NCAA drop down box. VHS Courses receive the same credit and weight, and are listed on the student transcript in the same manner as any other course offered at Bethlehem Catholic.

## How and where do I take my VHS course?

Students are assigned a class period to work on their VHS courses in the computer lab. VHS courses are taught over the Internet, and therefore are accessible from any computer that has an internet connection. Students have the option to take a VHS class without being assigned a class period during school hours.

## Who pays for VHS Courses?

Bethlehem Catholic High School pays the membership fees and basic tuition for up to two VHS semester courses, or one AP or year-long course.

- In years when we have a high demand for courses, students may be limited to one semester course.
- Students wishing to take courses in addition to those paid for by Bethlehem Catholic, will be required to pay the tuition fee. All fees must be paid for prior to being registered for a course.
- VHS Course Registration takes place during the first week in May. However, students can still be registered for courses through the first week of a course, whether it be a fall or spring semester course.
- Bethlehem Catholic does not provide any material for VHS courses. Students are responsible for any materials required for their course which are not provided through VHS.
- VHS has an additional charge of \$75 for AP<sup>®</sup> courses. Students electing to take an AP<sup>®</sup> course will have to pay the additional fee.
- In addition, some AP<sup>®</sup> Sciences and AP<sup>®</sup> Music Theory have “lab” fees. Students will be required to pay the lab fee for these courses. The science class lab fees vary from course to course.

Please do not hesitate to contact me if you have any questions about the program.

Mrs. Karen Fitzpatrick  
VHS Site Coordinator  
Bethlehem Catholic High School  
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Bethlehem, PA 18017  
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Please complete the information on the following four pages.

**I. The Application Process**

**II. Understanding the VHS Catalog**

**III. The VHS Application 2018-2019**

**IV. Student/Parent Contract**

**Please return only pages 3 – 7 to Mrs. Fitzpatrick in Lab 226, no later than March 12th.**

**Please keep the first two pages of this document for your records.**

## I. The Application Process

Please watch this course demo.

<http://www.govhs.org/shared/CourseScreencasts/MYCUIC/MYCUIC.html>

*Math You Can Use in High School*

The title of this course is now *Essential Math for College and Careers*.

In Lesson 3-1 the presenter clicks on a link to interactive tutorials. List the name of the web site below and also the three objects that are on the right side of the website.

Name of the Web site \_\_\_\_\_

The three objects shown are:

\_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_

In Lesson 3-5, they will be discussing 4 problems. List the names of the 4 problems in the spaces below.

\_\_\_\_\_

Watch the D2L demo at the bottom of the Course Demo Page

[How to Navigate in the Desire2Learn \(D2L\) Platform](#)

**Do you have Navigation down? Complete the following quiz.**

Please fill in the blanks with the appropriate words/expressions from the list below.

Announcements	Discussions	Grades	Lessons	Private Thread	VHS Courses
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- All \_\_\_\_\_ have similar areas that students and teachers move through on any given day.
- The \_\_\_\_\_ tab contains all course assignments and activities.
- \_\_\_\_\_ is a place where students and teachers go to participate in class discussions. This area is also a place where students can ask questions of their classmates or teacher.
- \_\_\_\_\_ is a place on the Course Home Page that contains posted messages for students to view upon entering a course.
- \_\_\_\_\_ is the place where students go to view their progress in class.
- Each VHS student has \_\_\_\_\_, which is a special discussion area where he/she can talk privately with his/her teacher.

## II. Understanding the VHS Catalog

### Course length

- Full Year courses – are made up of two semesters. The fall semester is 15 weeks and the spring semester is 18 weeks. All AP<sup>®</sup> courses and a select group of other full-year courses fall into this category.
- Repeated Semester – are single semester courses, which are 15 weeks in length, and can be taken in the fall (F18) or spring (S19) semesters.

\*\*Please note:

- There are a few courses that are only offered in the fall or the spring semesters.
- As of February 6, the current course catalog still has the F17 and S18 notations in the listings. There may be some courses listed that will not be available for the 2018-2019 year. There may also be new courses added.
- VHS offers Middle School and High School courses. When selecting courses, please make sure it says High School (or Gifted and Talented Middle School, High School) in the course listing.

### Familiarize yourself with the [VHS Catalog](#).

1. List the states that are listed in the Teacher Certified in drop down menu.

\_\_\_\_\_

\_\_\_\_\_

2. Select World Language from the Discipline drop down menu. How many courses are available?. \_\_\_\_\_ (answer is below the More options button)

3. Search the catalog to find the AP<sup>®</sup> Biology course. Complete the information below from the results of your search:

When Offered \_\_\_\_\_ Discipline \_\_\_\_\_

Grades \_\_\_\_\_ Level \_\_\_\_\_

Program \_\_\_\_\_ Duration \_\_\_\_\_

Credits \_\_\_\_\_

Click on the AP<sup>®</sup> Biology link to go to the catalog description for the course.

4. Is this course Middle States certified?      yes / no

5. Is this course NCAA Certified?              yes / no

If yes, what is the VHS School Code \_\_\_\_\_

6. How many prerequisites are there for this course? \_\_\_\_\_

7. Who needs to sign the Lab Materials Use Agreement?

\_\_\_\_\_

8. VHS AP<sup>®</sup> Courses have an additional fee. What is the AP<sup>®</sup> fee? \_\_\_\_\_

9. Some AP<sup>®</sup> Courses have lab fees? Does this course have a lab fee? yes / no

If yes, what is the lab fee? \_\_\_\_\_

10. Does this course have a summer assignment? yes / no

11. How many Course Objectives are there? \_\_\_\_\_

12. Open the Syllabus link to the right of the course title. What is listed for Week 7?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Open up the link to the Media Kit to the right of the course title. What is the name of the Media Kit? \_\_\_\_\_

14. What is the replacement value listed? \_\_\_\_\_

15. What is the name of the book that will be used for this course?

\_\_\_\_\_

### III. The VHS Application 2018-2019

Name \_\_\_\_\_ Year of graduation \_\_\_\_\_ Homeroom \_\_\_\_\_

Briefly explain why you would like to take a VHS course. \_\_\_\_\_

**Course Selection:** After reviewing the VHS catalog, please complete the information requested for the courses you would like to take. List the courses in order of preference. If a course is listed more than once in the catalog, it is the same course that is offered in both the fall and spring semesters. Please list at least 2 semester courses or 1 full-year course. When writing the course title, please write it exactly as it is listed. For example: The Human Body (not: Human Body).

**Course 1 Full title:** \_\_\_\_\_

**Length:** full year / 1 semester      **Level:** AP    Pre-AP    Honors    Standard

**Prerequisites:** \_\_\_\_\_

**Course 2 Full title:** \_\_\_\_\_

**Length:** full year / 1 semester      **Level:** AP    Pre-AP    Honors    Standard

**Prerequisites:** \_\_\_\_\_

**Course 3 Full title:** \_\_\_\_\_

**Length:** full year / 1 semester      **Level:** AP    Pre-AP    Honors    Standard

**Prerequisites:** \_\_\_\_\_

Please list what activities you are involved in at Bethlehem Catholic. This will not affect your acceptance into the program. It is used as a means of scheduling students. If you have more activities in the fall, you may be placed in a spring course

\_\_\_\_\_

If you are only taking one VHS semester course and need it scheduled for a specific semester, please note this below and state the reason. For example, if you are taking a semester course at Beca that is held in the fall, you would need a spring VHS course.

\_\_\_\_\_ fall semester course only      \_\_\_\_\_ spring semester course only

Reason: \_\_\_\_\_

Please list any other information I need to know in order to schedule your course(s).

\_\_\_\_\_

#### IV. Student/Parent Contract

Please carefully read each of the statements below. **A parent and the student must initial each statement.** Then complete the signature portion at the bottom of this page. Upon completion, return pages 3 - 7 of the application to Mrs. Fitzpatrick in Lab 226 no later than March 12<sup>th</sup>.

- We have reviewed the information provided in this document and the course descriptions and prerequisites for the course(s) listed above. We understand that a student will not be allowed to drop a VHS course once they are officially registered on the VHS registration system.
- Students taking a VHS course, must meet the grading standards set forth by Bethlehem Catholic High School. Therefore, a student must achieve a grade of 70 or higher to receive credit for the course.
- A student who does not receive a grade of 70 or higher will be responsible for reimbursing Bethlehem Catholic High School for the cost of the course.
- Students taking an AP course will be responsible for the additional VHS fee of \$75.
- Students taking an AP course, as per Diocesan policy must take the AP Exam for their course.
- Students are responsible for paying any lab fees involved with the VHS course they take.

\_\_\_\_\_  
Name of Student (please print)

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
Name of Parent/Guardian (please print)

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
phone number

\_\_\_\_\_  
Name of Parent/Guardian (please print)

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
phone number