

## CHECKLIST TO REGISTER FOR CWS

- Contact Ms. Jill Murray at 715.824.5521 ext. 499
  
- Go to [www.amherst.k12.wi.us/cwvs](http://www.amherst.k12.wi.us/cwvs) and fill out the ONLINE APPLICATION
  
- The application will be reviewed by the CWV administrative team. If approved, administration will consult with student/family for further information.
  
- The parent of the virtual student will be contacted and a meeting will be arranged with both student and parent wishing to enroll in Central Wisconsin Virtual to determine if online learning will appropriate for the student.
  
- The meeting is held to discuss the virtual program, fill out registration forms, and to select courses for the year or semester. Our goal is to have the meeting before August 1st so courses can be ordered and student can attend orientation in August.
  
- Classes will be ordered by August 1st.
  
- A mandatory orientation session will be held in August to receive important information, explore Blackboard, the online platform used for CWV, meet your LEG, and get any other questions answered for a smooth transition once classes begin.
  
- LEG will follow up with student/family before school begins.
  
- LEG will monitor the progress of virtual student.
  
- Students may apply up until the 3rd Friday in September.

Good luck and remember to use your resources for support!