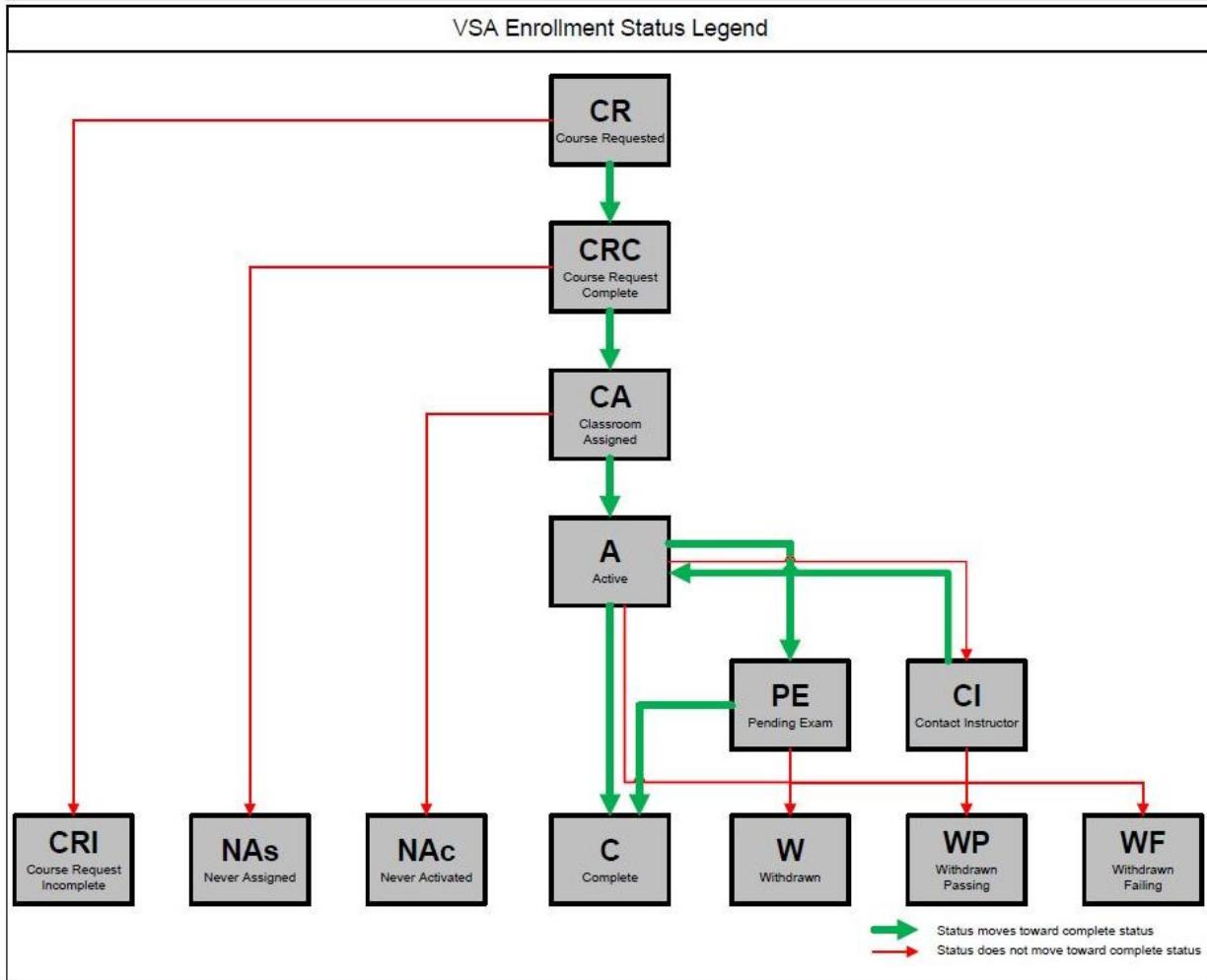
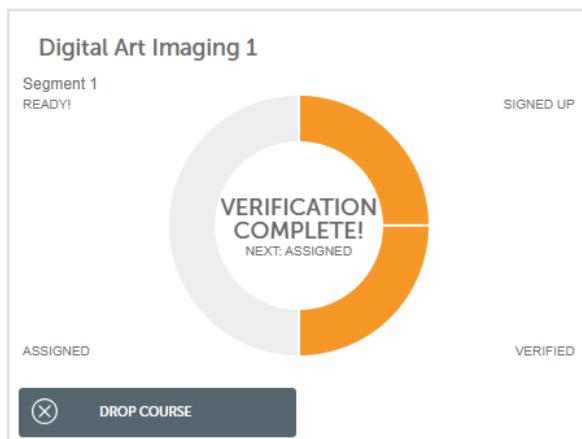


## How to Drop a Virtual Course Request



1. If course is in CR or CRC, the student can still drop the course themselves. SJVS cannot alter or drop FLVS courses, the student has to themselves.
2. The student should login to their virtual account and on their student dashboard, select “Drop Course”.

### Current Courses



3. Once the course moves into CA, the student has to contact the teacher to drop the course or request to be moved to take the course with an SJVS teacher.
4. If the student drops the course an SJVS course after the grace period (when they have completed 20% of it or been in the course 30 days, whichever comes first) the district is charged for the course and receives no funding for it. **Changing courses from FLVS to SJVS is not dropping the course, so long as the student completes the course.**