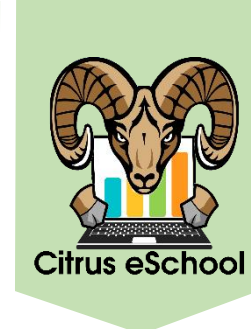


# FLVS COURSE REGISTRATION GUIDE

## Full Time eSchool Students



1. Visit [flvs.net](https://flvs.net) and click “Enroll” in the top right navigation

**2. Enrollment page:**

- Select “Enroll in County Virtual School” under County Virtual School and “Enroll Now” on the How to Enroll page

**3. Customize your catalog:**

- Choose your county (Citrus)
- Select your student type (Public School)

**4. Browse courses:**

- Select the “High School” or “Middle School” tab to view course offerings
- Click on desired course to view more details, such as Description, Topics and Concepts, Prerequisites, and more
- Select “Add to Backpack” to enroll or “Return to Course List” to go back

**5. Review your backpack:**

- To enroll in additional courses, click “Add Courses” and follow the same process
- You will be able to select your semesters and preferred placement date in a later screen

**6. Log in or create an account**

New students:

- Click “Create an Account”
- Create your username and password
- Input an email address you regularly check
- Click “Continue”
- Write down your Username and Password

Returning students:

- If you have an existing login, input your username and password
- Returning students, please skip to step #10

**7. Complete your student information:**

- Complete all the fields onscreen, including Personal, Demographic, Phone, and Address
- Be sure to choose “Citrus eSchool” for school and “Mason, Trudee” for counselor

**8. Complete your parent/guardian information:**

- Complete all the fields on the screen, including Personal, Phone, and Address

**9. Confirm account information:**

- Review Student and Parent Information
- Click the pencil icon to make changes

**10. Follow the prompts by selecting:**

- How you heard about FLVS
- Your reason for taking these classes

**11. Review the student and parent/guardian commitments:**

- Check the appropriate boxes

**12. Register for courses:**

- Review courses and credit hours
- Select desired semesters (all)
- Select desired school (Citrus eSchool)
- Select your Preferred Placement Date (First Day of School in Citrus County—8/10/2023)

**13. Confirm prerequisites and school choice:**

- Click “Confirm” or “Cancel” to confirm prerequisites
- Check appropriate box and click “Continue” or “Change Selection” to confirm school choice

**14. Submit enrollment:**

- Review your course enrollments
- Click “Submit Enrollment”

*To print a copy of your enrollments, click the printer icon*

**15. Complete your registration:**

*To finalize registration, your child’s courses must be approved*

- Click “Login to FLVS” to check your course status
- In the meantime, you can also create a parent/guardian account