

The Ultimate Checklist for Cascade Virtual Academy Enrollment and Beyond

Enrollment Steps

- 1 Submit an application:** Create an **enrollment portal** account to fill out an application. Be sure to select Cascade Virtual Academy as your school when entering your information!
- 2 Send a letter of intent:** To enroll your student, you will need to submit a **Letter of Intent** by email to your Resident District. Please copy **cvafax@K12.com** on the email so our school has the required proof that your Resident District has been notified.
- 3 Gather your supporting documents and upload them to the enrollment portal.**
Things you'll need:
 - Your student's birth certificate
 - Proof of residency, such as a utility bill showing your name and address
 - Medical records, i.e., immunization records or exemption (required for public school enrollment)
 - Student transcripts from any previous school attendance
- 4 Receive approval**
 - Check your email for important information about your enrollment status and next steps.
 - If your student is currently enrolled in school, they should remain enrolled while your application is processed and approved.

Post-Approval

- ✓ Visit "**A Day in the Life**" to see how students at K12-powered schools spend their days.

- ✓ Explore our community of parents and Learning Coaches for tips and support:
 - **Learning Coach Community**
 - **K12 Facebook Page**

- ✓ Set up a dedicated workspace for your student.

- ✓ Plan out your student's daily schedule. Depending on their grade level, expect your student to spend between 4 and 7 hours a day on school, five days per week.

- ✓ Get excited about your course materials! When you enroll in a K12-powered online school program, the materials your student needs to complete their courses are shipped directly to your home.

- ✓ Get involved! Browse our **events calendar** to find out what's coming up in your area.

- ✓ Explore our various online clubs, **competitions**, and course offerings like **career and college prep** to find fun ways for students to engage with peers and dive deeper into their interests.

Questions? Call 866.968.7512