

Student Registration Guide: Grades 6–12

1. Visit ar.flvs.net and click “New Students Start Here”
2. **Customize your catalog:**
 - Select Florida
 - Select your county
 - Select your student type
 - Click “Continue”
3. **Sign up for a course:**
Browse through courses listed. Once you have found your course, click on the title to see more details, including prerequisites and course materials required.
 - Choose the semesters (1, 2, or Both)
 - If applicable, check the box verifying you meet noted prerequisites
 - Select your preferred start date
 - If applicable, select between FLVS and your county virtual school
 - Click “Continue”
4. **Follow the prompts by selecting:**
 - Your main reason(s) for taking an FLVS course
 - If this course is on your physical school schedule
 - How you heard about FLVS
 - Click “Continue”
5. **Review My Backpack:**
 - Review course selected, including start date and semesters chosen
 - Click “Edit” to make changes or “Delete” to remove from My Backpack
 - To sign up for more, click “Add More Courses” and follow same process
 - Click “Continue”
6. **Create your account:**
 - Click “Create My Account”
 - Complete all the fields in the next screen (*Anything with an orange * must be filled in*)
 - Click “Sign Up”
 - *Write down your Username and Password*
7. **Complete your student information:**
 - Complete all the fields in the next screen (*Anything with an orange * must be filled in*)
 - Click “Next” when you complete each page
8. **Complete your parent/guardian information:**
 - Complete all the fields in the next screen (*Anything with an orange * must be filled in*)
 - Click “Next” when you complete each page
9. **Select your race/ethnicity:**
The Department of Education requires this information
 - Select appropriate boxes
 - Click “Next”
10. **Verify that all information is correct, and click “Continue”**
11. **Review the Student and Parent/Guardian Commitments:**
 - Check the appropriate boxes
 - Click “Submit”
12. **Complete your registration:**
 - To finalize registration and place you with an instructor, the following verification is required:
 - » Homeschool students: guardian verification
 - » Public, Private, or Charter School students: guidance verification

You are done! You can review your selections by clicking on “View Course Request Summary.”

Thank you for signing up with FLVS Flex 6–12.

If you have questions or need assistance, please visit flvs.net/contact or call 407.513.3587.

Student Registration Guide: Grades Kindergarten–5

1. Visit elementary-flex.flvs.net
2. **Enter the registration portal:**
 - If you have an existing parent account, click “Returning Students”
 - If not, click “New Student”
3. **Provide student details and select courses:**
 - Select your child’s school type
 - Select your child’s county
 - Select your child’s school name
 - Select your child’s course(s)
 - Click “Add Course(s)”
4. **Review start date and course selections:**
 - Review start date
 - Review list of courses for both semesters
 - Click “Save & Continue”
5. **Sign Media & Directory Release:**
 - To opt in, sign and click “Save and Continue”
 - To opt out, click appropriate boxes and click “Save and Continue”
6. **Review parent commitments and reasons for taking:**
 - Check the “I Agree” box under the Statements tab
 - Select your reasons for taking these courses with FLVS (check all that apply)
 - Click “Save & Continue”
7. **Verify course selections:**
 - Review course selections
 - Click “Continue Registration”
8. **Provide parent/guardian and student details:**
 - Complete all the fields under Parent/Guardian Details and Student Details
 - Select the appropriate boxes under Race and Ethnicity (Required by the Florida Department of Education)
 - Click “Save & Continue”
9. **Confirm entered data:**
 - Review parent/guardian and student information
 - Click “Confirm & Continue”
10. **Submit your registration:**
 - Review course selections
 - Click “Submit Registration”
11. **Add another student (if applicable):**
 - If you need to register another student, click “Sign Up Another Student” and follow the same process
12. **Complete your registration:**
 - To finalize registration, your child’s courses must be approved:
 - » Homeschool: parent approval
 - » Public, Private, or Charter School: school approval
 - Click “Log Into FLVS” and follow the steps listed in the email (*Email sent to parent/guardian email address input during registration*)

Thank you for signing up with FLVS Flex Elementary.

If you have questions or need assistance, please visit flvs.net/contact or call 407.513.3604.