



1965 S. Eagle Rd., Ste. 160
 Meridian, ID 83642
 phone 208.322.3559
 fax 208.322.3688
idva.k12.com

Dual Enrollment Form 2025-2026 (Grades K-12)

INSTRUCTIONS:

Page 1: State the courses you would like to take with Idaho Virtual Academy (IDVA) and the courses you would like to take with the cooperating school. Please include your signature after you have agreed and understand the Dual Enrollment requirements listed on Page 3.

Page 2: This page needs to be reviewed and signed by the cooperating school’s official. *If your student or you as an adult student are taking the cooperating courses via homeschool or private school, this page is not needed.*

Page 3: Please thoroughly review and understand the Dual Enrollment requirements. After you have read the requirements, please sign Page 1.

Review Board Policy 902.3 Dual Enrollment in our Board Policy Manual found here: [Dual Enrollment Policy 902.3](#)

Submit your fully completed Dual Enrollment Form to:

Grades K-5: Keri Brown, K5 Principal, at kbrown@idahova.org

Grades 6-12: Jenny Whelan, Director of Academics, at jwhelan@k12.com

Dual enrollment forms must be filled out completely, and student report card/transcript must be submitted with the application. Students who are currently enrolled do not need to submit a report card/transcript. ***Incomplete forms and/or missing report card/transcript will not be approved.***

IDVA will carefully review your application. If we are unable to coordinate your schedule so you can comply with IDVA’s live class connect attendance policy, we may deny your application. Please note that scheduling may be difficult as schools are starting at different times. All applications must be returned to IDVA within 5 school days after the student’s first day of school with IDVA.

TO BE COMPLETED BY APPLICANT:

Student name:	Grade for year applying:	Cooperating School name:
Parent/Legal guardian name:		Parent/legal guardian or adult student phone number:
Courses at IDVA 1. 2. 3. Other:	Courses at <u>Cooperating</u> School (maximum of 3)	Day and Times of courses at <u>Cooperating</u> School
	1.	1.
	2.	2.
	3.	3.
If a dual enrolled student is not complying with IDVA’s academic performance expectations noted in the Dual Enrollment Board policy or IDVA’s school attendance policy, they may be subject to denial of dual enrollment.		
I am requesting that this application for dual enrollment with IDVA be processed in accordance with policy. By signing this form, I agree and understand the items on Page 3 of this form:		
Parent/Guardian or Adult Student signature		Date



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TO BE COMPLETED BY PROPOSED COOPERATING SCHOOL OFFICIAL (public schools only):

Student Name:		Grade for year applying:
Name of Cooperating School:		School phone:
School address:	School email:	
<p>I have received and reviewed this application for dual enrollment with Idaho Virtual Academy (IDVA) and agree with this:</p> <p>IDVA allows students to dual enroll for 1, 2, or 3 courses with a cooperating school. Please indicate how many courses the student will take with each school by checking the appropriate boxes below.</p> <p>_____ number of courses with the Idaho Virtual Academy (minimum of 3 courses)</p> <p>_____ number of courses with the Cooperating School</p> <p>Our district understands that we will be responsible for administering statewide tests for the subject areas in which the student is enrolled with our school and that IDVA will be responsible for testing in the subject areas where the student is enrolled with their school.</p> <p>Our district understands that we will submit attendance to the State only for time the student spends on the number of courses with the cooperating school as noted above.</p>		
School official's signature:		Date:
Print School Official's Name and Title:		



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Dual Enrollment Requirements

I am requesting that this application for dual enrollment with IDVA be processed in accordance with policy. By signing this form, I understand and agree with the following:

- My child is enrolled in a public charter school, IDVA, and is required to complete all required state testing for courses in which the student is enrolled, such as math, English Language Arts (ELA), and science. For example, if my student is enrolled at IDVA for math, my student will complete their state math test with IDVA.
- It is my responsibility to immediately notify my IDVA K5 teacher or my 6-12 counselor if my student's dual enrollment status changes.
- My child is required to attend 90% of live classes per IDVA attendance policy. Live classes are scheduled at specific times throughout the day and may be subject to change. Should there be a schedule conflict, my child will watch all required class recordings by Friday of each week.
- My child will follow IDVA's late policy and will complete all work by the assigned deadline.
- In Idaho, the funding follows the child, and IDVA supplies curriculum, texts, supplies, services, and access to a certified Idaho teacher only for subjects my child is taking through IDVA.
- [IDVA's Attendance Policy 902.1](#) for logging into school, completing daily lessons in each course, and attending live classes
- High School only: If my child is an 11th- or 12th-grade student, I will consult with the counselors at **both** high schools to determine from which school my student will be receiving their diploma. Please refer to [IDVA Policy 950.1](#) for more details.
- High School Only: Student/legal guardian/adult student will speak to a high school counselor at the cooperating school and discuss student's graduation plan.

Eligibility Criteria (These items will be reviewed before application approval):

- Must be enrolled in **at least three IDVA courses**.
- **Kindergarten students** are not eligible due to the half-day schedule.
- Must be in **good academic standing**, which includes:
 - Minimum **3.0 GPA (B average)** to qualify.
 - **Daily Curriculum and Time in Grade Level Courses:** Daily engagement in all courses is essential for students to achieve academic success. Students are expected to complete the reading, learning, and graded assignments assigned each school day in each course. ***Students who are dual enrolled must stay on track with lesson completion and stay on track with school attendance requirements.***
 - Attend at least **90% of required live classes**.
- Must remain in **good academic standing** to continue eligibility, which includes:
 - Must maintain a **2.0 GPA (C average)** or higher to continue in DE.
 - **Daily Curriculum and Time in Grade Level Courses:** Daily engagement in all courses is essential for students to achieve academic success. Students are expected to complete the reading, learning, and graded assignments assigned each school day in each course. ***Students who are dual enrolled must stay on track with lesson completion and stay on track with school attendance requirements.***
 - Must attend at least **90% of required live classes**.
 - Must work in supplemental programs (Amira, IXL) as assigned
 - Must complete all required assessments