

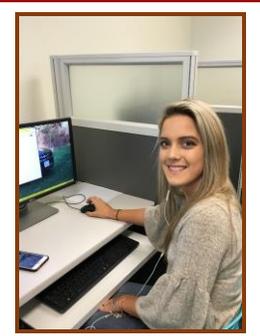
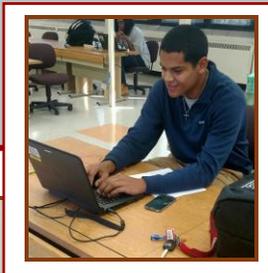


Elite Learning

Southwest Virginia Education and Training Network



Guide for Students 2018-2019



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What is Elite Learning?

The Southwest Virginia Education and Training Network (SVETN) is a 501 (c) (3) not-for-profit corporation governed by educators. The SVETN was established in response to a need to increase curriculum offerings in small rural schools throughout southwestern Virginia. Organized originally for the purpose of facilitating instruction by interactive video, within the past decade other distance learning modes have emerged. The SVETN is headquartered in Abingdon at the Southwest Virginia Higher Education Center and staffed by two full-time and one part-time employee.

In 2004, SVETN launched Elite Learning, a program of asynchronous online courses in its thirteenth year serving the students of southwestern Virginia. Elite is an acronym for Experience Learning Innovation and Teaching Excellence. SVETN serves the educational needs of learners in Bland, Buchanan, Carroll, Dickenson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington, Wise, Wythe, and the cities of Norton, Bristol, and Galax.

Most courses offered by Elite Learning are dual-enrollment, meaning students receive both high school and college credit for the same coursework. Elite Learning provides SVETN member high schools with a selection of courses taught by college adjuncts who use an Internet based Learning Management System (LMS), called Moodle. Moodle supports a combination of rigorous collaborative and self-paced activities conducted at the learner's computer.

Classes are asynchronous. That is, students may proceed at their own speed, on their own time within a flexible calendar framework. Thus the scheduling of in-school work time also is conveniently flexible. Any school schedule can be accommodated since Elite Learning classes are offered in both semester and yearlong formats.

Benefits of participation in Elite Learning are tremendous. Most courses offered by Elite Learning are dual-enrollment, meaning students receive both high school and college credit for the same coursework. This also helps students achieve college credit requirements of the Early College Scholar program.

Twenty-two fully developed and tested online courses approved for Virginia high school graduation and community college credits will be offered during the 2018-2019 school year.

Steps to Begin Elite Learning Courses

STEP ONE—Locating the Elite Learning Guide for Students

- Go to www.svetn.org
- Select the *Elite Learning* drop-down arrow
- Select the *Elite Learning Guide* link
- Select the *Elite Learning Guide for Students* link
- Read the entire guide to learn more about Elite Learning and student expectations.

STEP TWO—Logging Into Moodle

- Go to www.svetn.org
- Select ELITE LEARNING LOGIN in the top right corner of the webpage.
- Log in by using your username, which will be the email address entered into the Elite Learning enrollment system by your school counselor. In most cases, if your school provides email addresses to students, this will be your school issued email address. If you are unsure what email address was used, contact your school counselor before attempting to log into Elite Learning.
- RETURNING STUDENTS: Student who were enrolled in the previous school year should continue to use their same username and password to login to Moodle.
- NEW STUDENTS: The default password is **Elite2018\$** for all new students.
- If your username/password does not work, you should first confirm with your counselor that the correct email address was entered into the enrollment system when creating your profile. The most common login problem is that the school has entered an incorrect email address for the student. If unable to login after verifying the correct information was entered, students should click the “Forgotten your username or password?” link and enter your email address. If your email is found in the system you will receive new login instructions. **This option will NOT work unless your correct email address is inside the enrollment system!**
- If your email address is incorrect, it may take up to 24 hours before you can login to Moodle once your school counselor or Elite Learning has made a correction in the system.
- If unable to log in by using the previous steps, students should submit a trouble ticket. Directions are found on Page 4 in the *Elite Learning Guide for Students*.

STEP THREE—Complete the Student Orientation Course

- After entering Moodle, you will see the *Student Orientation* course. Complete all activities.
- On August 13 (fall) or January 8 (spring), you will begin to see the courses you are enrolled in.

STEP FOUR—Complete Other Requirements (Does not apply to Economics and Personal Finance)

There are a few other details that you need to take care of before you officially begin working in your course.

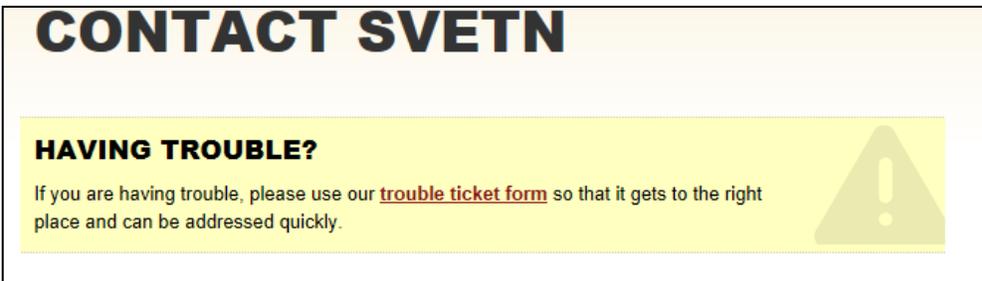
- Complete *College Application for Admission* and all required paperwork for the community college. Requirements are listed on Page 8 of your *Elite Learning Guide for Students*
- Take placement tests if required (may be waived with appropriate SAT or ACT scores). Student who do not pass placement test will NOT receive college credit for coursework. Contact school counselors for more information (if needed)

- Pay all required tuition to guidance counselor or community college (if needed)
- Complete the *Elite Learning Student Participation Form* and return to your guidance department (Page 22 and 24 in the Elite Learning Guide for Students)
- Make sure you have a textbook on the first day of class. Speak to your counselor if unsure where to obtain a book.
- Visit your local community college to obtain a student ID and library pass (optional).

How to Submit an Elite Learning Trouble Ticket

ALL teachers, guidance counselors, and students will use the same procedure for submitting trouble tickets.

- Go to www.svetn.org
- Select the Contact drop-down arrow
- You will see a notification box titled HAVING TROUBLE. Select the trouble ticket form link
- Complete all of the required boxes then select Submit.



- Your message will automatically be distributed to the Educational Technologist and Elite Learning Administrator
- You will receive a notification as soon as your issue is resolved.

TIP: Students--always contact your instructor **AFTER** you have submitted a trouble ticket to let them know you are having problems and are waiting on the issue to be resolved.

Getting Started Guide

Check List for Guidance Counselors:

- Double check all enrollment information provided by Dawn Stafford to ensure students are enrolled in proper courses.
- Ensure all students have completed their community college application and registration materials required by the college before the first day of class.
- Ensure all students have completed and passed the proper college placement tests. This must be completed prior to Fall--August 13, Spring—January 7 unless other arrangements have been made. Remove students who have not received passing scores.
- Ensure all students meet prerequisites for each course.
- Ensure that all sophomore students have received official approval from the college to participate in Elite Learning courses.
- Ensure all students have the proper book(s) prior to the first day of class (August 13, January 7).
- Provide students with their login information. The username for students will be provided prior to the first day of class.
- Require students to complete the Student Participation Form. Forms should be kept on file at the students' home school for future reference. They do not need to be mailed to SVETN.

Check List for Students:

- Ask for the book(s) for your course if books have not been provided.
- Elite Learning courses are dual enrollment. Make sure you have passed your college placement tests if required. You will **not** be permitted to take these courses without a passing score.
- If you are a sophomore, make sure you have received official approval from the college to participate in Elite Learning courses. Speak to your school counselor if unsure.
- To log into Elite Learning, go to www.svetn.org. Select ELITE LEARNING LOGIN at the top right. Login details will be provided prior to the first day of class. Students will be prompted to change it after you enter Moodle for the first time.
- Complete the Student Participation Form and return the school's guidance office.
- Students may obtain a student ID and library pass from your college by visiting the campus.

Check List for Course Facilitators:

- Send an email to Dawn Stafford to notify Elite Learning that you will be the facilitator at dstafford@swcenter.edu.
- Assist students to secure a textbook.
- Request a username and password to gain access to all courses by visiting www.svetn.org and selecting *Contact* at the top right. Then select *Trouble Ticket Form*.
- Assist students to send a trouble ticket if they are unable to log into their course. Visit www.svetn.org and selecting *Contact* at the top right. Then select *Trouble Ticket Form* for all technical issues.

Responsibilities and Procedures

Elite Learning Administrator:

- Correspond with high schools pertaining to course availability, book requirements, prerequisites, etc.
- Maintain enrollment portal for Elite Learning
- Prepare list of currently enrolled students for verification by guidance counselors by second week of term
- Upon verification from each school, provide a complete list of students to each community college for verification of proper placement scores, prerequisites, paperwork, etc.
- Upon verification from each school, provide a complete list of students to each instructor to verify final student roster in Moodle
- Provide a copy of Elite Learning end-of-term evaluation results to community colleges

Instructor:

- Notify guidance counselor if student fails to log into the course for 3+ consecutive days without explanation
- Notify Elite Learning Administrator, guidance counselor, and community college representative by midterm if student fails to meet minimal standards to enroll in Part II of a course
- Submit final grades to community college in PeopleSoft and via email (as requested)
- Submit final grades to Elite Learning Administrator in printed form with signature on each page
- Follow all guidelines set forth in the *Elite Learning Guide for Teachers*

Guidance Counselor:

- Enroll students via the online enrollment portal located at www.svetn.org
- Coordinate with community colleges to set testing time for college placement test
- Verify that each student has completed the proper requirements established by their local community college including all prerequisites
- Verify student information via email when received from Elite Learning Administrator
 - Proper students are enrolled
 - Students have passing scores on required placement tests
 - Students have met all other prerequisites
- Distribute, collect, and maintain *Student Participation Form* provided by Elite Learning Administrator
- Distribute username and password information to students
- Ensure books are available for the first day of class each semester
- Provide information to Elite Learning Administrator and instructor pertaining to student Individualized Education Program (IEP)
- Monitor students' progress throughout course
- Contact the community college to withdraw students after the add/drop deadline has passed

Course Facilitator:

- Notify Elite Learning that you have been selected as a facilitator via email to dstafford@swcenter.edu
- Ensure books have been provided to students
- Request a username/password to gain access to courses
- Monitor students' progress throughout course to ensure he/she is on-task
- Submit trouble tickets for any technical problems by visiting www.svetn.org and selecting *Contact* at the top right. Then select *Trouble Ticket Form*.

College Dual Enrollment Coordinator:

- Administer placement examinations at each high school
- Verify that each instructor has an employee personnel file; confirm to Elite Learning Administrator
- After receiving enrollment information from Elite Learning Administrator:
 - Verify each student has successfully completed all required paperwork
 - Verify each student has successfully completed placement tests
 - Verify each student has successfully completed course prerequisites
 - Enter student information in college Student Information System (SIS) to ensure proper enrollment
- Notify Elite Learning instructors of campus faculty, division, or adjunct meetings
- Notify Elite Learning Administrator of dates for grades submission

Student:

- Complete *College Application for Admission*
- Take placement tests if required (may be waived with appropriate SAT or ACT scores)
- Complete all other paperwork for the community college
- Pay all required tuition to guidance counselor or community college
- Sophomores—make sure official approval has been received from the college to participate in Elite Learning courses
- Complete *Elite Learning Student Participation Form* and return to guidance counselor
- Complete Elite Learning introductory and end-of-course evaluations
- Submit trouble tickets for any technical problems by visiting www.svetn.org and selecting *Contact* at the top right. Then select *Trouble Ticket Form*.

Admission Requirements by College

Mountain Empire Community College

- Dual Enrollment VA In-State Tuition Application (paper)
- Dual Enrollment Application Form
- College Placement Test

MECC Contact Person: Melissa McKinney at MMcKinney@mecc.edu

Virginia Highlands Community College

- Application for Enrollment and In-State Tuition (online)
- Dual Enrollment Permission Form (online)
- College Placement Test

VHCC Contact Person: Pat Farmer pfarmer@vhcc.edu

Southwest Virginia Community College

- Application for Enrollment and In-State Tuition (online)
- Dual Enrollment Permission Form – Guidance Counselor and/or Career Coach
- College Placement Test (Must first do application and be able to present student ID number (EMPLID) when testing)

SVCC Contact Person: Christina Rimmer at christina.rimmer@sw.edu

Wytheville Community College

- Application for Enrollment and In-State Tuition (online)
- Dual Enrollment Permission Form (provided by guidance counselor)
- College Placement Test

WCC Contact Person: Josh Floyd at jfloyd@wcc.vccs.edu

NOTE: Additional requirements may be presented to guidance counselors.

Elite Learning Withdrawal Form

(Students will not be withdrawn without submitting form—to be completed by counselors)

Student's Full Name _____ Student's Emplid _____

Name of Course _____ Instructor _____

Date of Withdrawal _____ Student's High School _____

Notes: _____

Form must be sent to the following:

1. Elite Learning: Dawn Stafford at dstafford@swcenter.edu
2. Dual Enrollment Coordinator:
 - VHCC: Pat Farmer at pfarmer@vhcc.edu
 - WCC: Josh Floyd at jfloyd@wcc.vccs.edu
 - SVCC: Christina Rimmer at christina.rimmer@sw.edu
 - MECC: Melissa McKinney at MMcKinney@mecc.edu

Important Elite Learning Dates:

- Fall semester courses begin—August 13
- Last day to enroll in a fall semester course—August 22
- Final enrollment sent to community college—August 24
- Last day to drop a fall semester course without penalty—Refer to college for specific date
- Last to withdraw from community college will vary per college-- Refer to college for specific date
 - NOTE: A student withdrawing from a course will receive a grade of a 'W.' The class will appear on their student's transcript, however, the Academic Standing/Grade Point Average will not be affected.

- Spring semester courses begin—January 7
- Last day to enroll in a spring semester course—January 16
- Final enrollment sent to community college—January 18
- Last day to drop a spring semester course without penalty— Refer to college for specific date
- Last to withdraw from community college— Refer to college for specific date
 - NOTE: A student withdrawing from a course will receive a grade of a 'W.' The class will appear on their student's transcript, however, the Academic Standing/Grade Point Average will not be affected.

A confirmation email from the community college and Elite Learning will be sent to school counselors after the withdrawal is complete.

2018-2019 Elite Learning Calendar

Fall Semester (82 Days)

<i>August 8</i>	Elite Learning Orientation Course opens for all students
<i>August 13</i>	First official day of classes for fall semester
<i>August 22</i>	Last day to enroll students in Elite Learning classes for fall semester
<i>August 24</i>	Final student roster will be sent to community colleges and school divisions
<i>September 3</i>	SVETN offices closed for Labor Day
<i>November 21-23</i>	SVETN offices closed for Thanksgiving
<i>December 10</i>	End of fall semester—no assignments accepted after this date
<i>December 14</i>	Final Grades will be distributed to schools

Spring Semester (80 days)

<i>January 7</i>	First official day of classes for spring semester
<i>January 16</i>	Last day to enroll students in Elite Learning classes for spring semester
<i>January 18</i>	Final student roster will be sent to community colleges and school divisions
<i>April 18-22</i>	Spring/Easter Break (may vary due to weather causing excessive school closures)
<i>May 3</i>	End of spring semester—no assignments accepted after this date
<i>May 8</i>	Grades will be distributed to schools
<i>May 8</i>	Instructors will enter grades in PeopleSoft at the community colleges

***To withdraw a student, guidance counselors must contact the community college, the course instructor, and Elite Learning. A withdrawal form is provided for proper documentation.**

Online Etiquette Expectations for Students

These standards of conduct apply to both formal and informal communication within all online courses.

Personal Conduct

This standard applies to both formal and informal discussions within your course.

Show respect for others.

- Always ask yourself ‘would I say this to a person’s face?’
- Avoid offensive language.
- Be tolerant of diverse opinions and perspectives.

Communication Procedures

These standards apply primarily to formal communications including discussion forums, course mail, drop boxes and other instructor-assigned topics.

1. Responses must be more than a simple agreement or disagreement.
2. Do not be afraid to disagree with others in the group.
 - If you agree or disagree, choose a position and defend it while respecting the opinions of others.
 - Make sure discussions are intellectual not emotional.
 - Point out mistakes politely.
3. Course communication must follow directions for the specific assignment.
 - Submit using the appropriate tool—drop box, discussion forum, course mail, etc.
 - Respond in a timely manner and stay focused on discussion topic.
 - Follow the format specified by the instructor.
4. Proofread submissions carefully.
 - Observe rules of grammar, punctuation, and spelling including avoiding use of slang, Internet abbreviations or lingo.
 - Make sure what you write makes sense.
5. Plagiarism will result in a zero. Students should contact their instructor if they do not completely understand plagiarism. It is a serious offense of the honor code for both Elite Learning and the community college.

Sophomore Participation Requirement

Dual Enrollment coursework is restricted to high school juniors and seniors. Because admitting sophomores is considered exceptional, the college-ready status of each prospective sophomore student will be treated on a case-by-case basis. An exceptional sophomore would be a student who is in an honors or gifted program at the time they request permission to take dual enrollment courses.

Permission to participate in Elite Learning courses will require approval from the community college. Requests by the secondary school for exceptions must be forwarded to the Dual Enrollment Coordinator, along with relevant academic information regarding the student. The request must demonstrate that the student has met established placement criteria and is ready both academically and emotionally for college-level coursework.

Each community college may require different paperwork. Contact the following Dual Enrollment Coordinators for more information:

- VHCC: Pat Farmer at pfarmer@vhcc.edu
- WCC: Josh Floyd at jfloyd@wcc.vccs.edu
- SVCC: Christina Rimmer at christina.rimmer@sw.edu
- MECC: Melissa McKinney at MMcKinney@mecc.edu

Grade Requirement Policy

English Grade Requirements:

Students participating in English 111 – English I must receive a 70/C final average or greater to continue their enrollment into English 112—English II as a dual enrollment course. For students who don't earn a 70/C in ENG 111 may remain in the course for high school credit only. Community college credit will NOT be given unless arrangements are made directly with the college to allow credit. The decision to allow a student to remain in the course is at the discretion of the high school, community college and Elite Learning administration.

Students participating in English 112 must receive a 70/C final average or greater to continue their enrollment into ENG 211—Creative Writing course.

History Grade Requirements:

Students participating in HIS 121—United States History I must receive a 70/C final average or greater to continue their enrollment into HIS 122—United States History II as a dual enrollment course. For students who don't earn a 70/C in HIS 121, they may remain in the course for high school credit only. Community college credit will NOT be given unless arrangements are made directly with the college to allow credit. The decision to allow a student to remain in the course is at the discretion of the high school, community college and Elite Learning administration.

Students participating in HIS 269—Civil War & Reconstruction must receive a 70/C final average or greater to continue their enrollment into HIS 270—America in the Gilded Age as a dual enrollment course. For students who don't earn a 70/C in HIS 269, they may remain in the course for high school credit only. Community college credit will NOT be given unless arrangements are made directly with the college to allow credit. The decision to allow a student to remain in the course is at the discretion of the high school, community college and Elite Learning administration.

Students participating in PLS 211—United States Government I must receive a 70/C final average or greater to continue their enrollment into PLS 212—United States Government II as a dual enrollment course. For students who don't earn a 70/C in PLS 211, they may remain in the course for high school credit only. Community college credit will NOT be given unless arrangements are made directly with the college to allow credit. The decision to allow a student to remain in the course is at the discretion of the high school, community college and Elite Learning administration.

Business Law Grade Requirements:

Students participating in BUS 241—Business Law must receive a 70/C final average or greater to continue their enrollment into BUS 242—Business Law II as a dual enrollment course. For students who don't earn a 70/C in BUS 241, they may remain in the course for high school credit only. Community college credit will NOT be given unless arrangements are made directly with the college to allow credit. The decision to allow a student to remain in the course is at the discretion of the high school, community college and Elite Learning administration.

Code of Student Conduct

Each student is considered a responsible adult, and it is assumed that students will maintain standards of conduct appropriate to membership in this online learning program. Emphasis is placed on standards of student conduct rather than on limits or restrictions. Guidelines and regulations governing student conduct are developed by representatives of the faculty, staff, and administration.

NOTE: All Elite Learning students are community college students and must abide by the Code of Conduct of their representative college. Elite Learning's Code of Conduct is derived from partner community college regulations.

Forms of Student Misconduct Subject to Disciplinary Action

1. All forms of dishonesty, including cheating, plagiarism, knowingly furnishing false information to instructors or administrators, and the forgery, alteration, or use of course documents or instruments of identification with the intent to defraud.
2. All forms of plagiarism including the appropriation of passages, either word for word or in substance, from the writings of another and the incorporation of those passages as one's own in written work offered for credit. Elite Learning assumes that the written work offered for credit is the student's own unless proper credit is given the original author by the use of quotation marks and footnotes or other explanatory inserts.
3. All collaboration with another person in the preparation or editing of notes, themes, reports, or other written work offered for credit is prohibited unless such collaboration has been specifically approved in advance by the instructor. Examples of collaboration include extensive use of another's ideas for preparing a creative assignment and receiving undue assistance in the preparation or editing of written materials.
4. Giving or receiving, offering or soliciting information on any quiz, test, or examination is prohibited; this includes the following:
 - (a) Copying from another student's paper.
 - (b) Use of prepared materials during the examination.
 - (c) Collaboration with another student during the examination.
 - (d) Buying, selling, stealing, soliciting, or transmitting the contents of an examination.
 - (e) Substituting for another person during an examination or allowing such a substitution for one's self.
 - (f) Bribery of any person to obtain examination information.

Misconduct Guidelines – Online Learning Specifics

1. Students who gain access to user accounts other than their own by using various technologies or through other dishonest means may be suspended from the program. See suspension outcomes under the Sanctions section of this document.
2. Students who intentionally or unintentionally view other’s personal information, grades or other “locked” areas of user accounts may be suspended from the program. See suspension outcomes under the Sanctions section of this document.
3. Students are expected to perform all work themselves. If it is discovered and proven that any student is allowing others to access their user account and complete assignments, tests, etc., he or she may be suspended at the discretion of the administrators.
4. Administrators retain the right to use any and all tracking technologies available to them within student civil rights. This will ensure that students are presenting assignments in an honest manner.

Sanctions

IT’S IMPORTANT FOR STUDENTS TO UNDERSTAND THAT VIOLATIONS WILL BE REPORTED TO THE COMMUNITY COLLEGE. COLLEGE REPRESENTATIONS MAY HELP DETERMINE THE PROPER COURSE OF ACTION FOR EACH VIOLATION.

The following sanctions may be imposed:

Admonition: An oral or written statement to a student that he/she is violating or have violated program rules and may be subject to more severe disciplinary action.

Suspension: Exclusion from participating in the program as a student for a definite period of time. Suspension will result in a zero grade reported to the community college in which the student is enrolled.

Additional sanctions may be imposed if the Honor Code violation is severe. Violations may be reported to the community college as all violations are also a violation of the Honor Code of your local community college.

Inclement Weather Policy

Asynchronous online courses have many advantages over the traditional classroom. Among those advantages are the availability of the instructor, the opportunity to "attend" class from many locations, the flexibility of schedule, and no make-up days due to snow. To provide the required amount of “seat-time” for students, Elite Learning instructors will continue to present class material and require assignment submissions. When some schools are temporarily closed, it is necessary to require a continuation of assigned work even if students are absent from school due to weather. It is the responsibility of the student to access the class via Internet during this type of absence. **Students without Internet access beyond school hours will need to discuss this with their instructor at the beginning of the semester.**

2018-2019 Elite Learning Course Offerings

Upon successful completion, students will receive college credits from the community college affiliated with their high school. Students must complete an application and placement examination at their local community college before enrolling in Elite Learning courses. Other requirements may be established by each school and/or community college.

English I & II (ENG 111 & ENG 112)*

Fall, Spring, Yearlong

- Introduces students to critical thinking and the fundamentals of academic writing. Through the writing process, students refine topics; develop and support ideas; investigate, evaluate, and incorporate appropriate resources; edit for effective style and usage; and determine appropriate approaches for a variety of contexts, audiences, and purposes. Writing activities include exposition and argumentation with at least one researched essay.
- Continues to develop college writing with increased emphasis on critical essays, argumentation, and research, developing these competencies through the examination of a range of texts about the human experience. Requires students to locate, evaluate, integrate, and document sources and effectively edit for style and usage. *Prerequisite:* Students must successfully complete ENG 111 or its equivalent to enroll in ENG 112. 6 credits.

Survey of American Literature I & II (ENG 241 & ENG 242)*

Spring or Yearlong

- Examines American literary works from colonial times to the present, emphasizing the ideas and characteristics of our national literature. Involves critical reading and writing. Prerequisite ENG 112 or divisional approval. *Prerequisite:* ENG 112 or written approval from community college. 6 credits

Creative Writing (ENG 211)*

Spring

- Introduces the student to the fundamentals of writing imaginatively. Students write in forms to be selected from poetry, fiction, drama, and essays. Focuses on personal writings, short stories, poems, and non-fiction writings. *Prerequisite:* ENG 111/112 or written approval from community college. 3 credits.

United States History I & II (HIS 121 & HIS 122)*

Fall, Spring, Yearlong

- Surveys United States history from its beginning to the present. 6 credits.

Civil War & Reconstruction (HIS 269)*

Fall

- Studies the division between the States, examines the war, the home fronts, and the era of Reconstruction. 3 credits.

America in the Gilded Age (HIS 270)*

Spring

- Studies in detail American history during the years from 1870-1900 - The Gilded Age, emphasizes the relationships between various aspects of American life and identifying themes that helped define the era. 3 credits.

Civil War & Reconstruction & America in the Gilded Age (HIS 269 & HIS 270)*

Spring

- Studies the division between the States, examines the war, the home fronts, and the era of Reconstruction. Studies in detail American history during the years from 1870-1900 - The Gilded Age, emphasizes the relationships between various aspects of American life and identifying themes that helped define the era. 6 credits.

United States Government I & II (PLS 211 & PLS 212)*

Fall, Spring Yearlong

- Teaches structure, operation, and process of national, state, and local governments. Includes in-depth study of the three branches of the government and of public policy. 6 credits

International Relations I (PLS 241)*

Fall

- Teaches geographic, demographic, economic, ideological, and other factors conditioning the policies of countries and discusses conflicts and their adjustment. 3 credits

Introduction to Conflict Resolution (PLS 250)*

Spring

- Teaches basic concepts and methods of conflict resolution, which includes the factors that lead to conflict, and how conflicts can be prevented or brought to an end through peaceful means. Focuses on national and international conflict resolution. 3 credits

Introduction to Business (BUS 100)**

Fall or Spring

- Presents a broad introduction to the functioning of business enterprise within the U.S. economic framework. Introduces economic systems, essential elements of business organization, production, human resource management, marketing, finance, and risk management. Develops business vocabulary (Foundation course for all college business majors). 3 credits.

Personal Finance (FIN 107)**

Fall or Spring

- Presents a framework of personal money management concepts, including establishing values and goals, determining sources of income, managing income, preparing a budget, developing consumer buying ability, using credit, understanding savings and insurance, providing for adequate retirement, and estate planning. 3 credits.

Business Law I & II (BUS 241 & BUS 242)**

Fall or Spring

- Develops a basic understanding of the U.S. business legal environment. Introduces property and contract law, agency and partnership liability, and government regulatory law. Students will be able to apply these legal principles to landlord/tenant disputes, consumer rights issues, employment relationships, and other business transactions.
- Focuses on business organization and dissolution, bankruptcy and Uniform Commercial Code. Introduces international law and the emerging fields of E-Commerce and Internet Law. 6 credits.

Survey of Criminal Justice (ADJ 100)**

Fall

- Presents an overview of the United States criminal justice system; introduces the major system components--law enforcement, judiciary, and corrections. Students will learn the techniques in which crimes are scientifically solved by using of modern technology and investigative techniques. 3 credits.

Survey of Criminology (ADJ 107)**

Spring

- Surveys the volume and scope of crime; considers a variety of theories developed to explain the causation of crime and criminality. Studies current and historical data pertaining to criminal and other deviant behavior. Examines theories that explain crime and criminal behavior in human society. 3 credits.

Principles of Psychology (PSY 200)* **Fall, Spring Yearlong**

- Surveys the basic concepts of psychology. Covers the scientific study of behavior, behavioral research methods and analysis, and theoretical interpretations. Includes topics that cover physiological mechanisms, sensation/perception, motivation, learning, personality, psychopathology, therapy, and social psychology. 3 credits.

Developmental Psychology (PSY 230)* **Fall, Spring, Yearlong**

- Possible requirement for Health Sciences including nursing degree.
- Studies the development of the individual from conception to death. Follows a life-span perspective on the development of the person's physical, cognitive, and psychosocial growth. 3 credits

Principles of Sociology (SOC 200)* **Fall, Spring Yearlong**

- Introduces fundamentals of social life by presenting significant research and theory in areas such as culture, social structure, socialization, deviance, social stratification, and social institutions. 3 credits

Medical Terminology & Disease Processes I (HLT 113)** **Fall, Spring, Yearlong**

- Possible requirement for Health Sciences including nursing degree.
- Includes the study of prefixes, suffixes, stem words, and technical terms; puts emphasis on the causes and treatment of selected disease processes. 3 credits

Quantitative Reasoning (MTH 154) NOTE: Replacement for College Algebra** **Spring**

- Presents topics in proportional reasoning, modeling, financial literacy and validity studies (logic and set theory). Focuses on the process of taking a real-world situation, identifying the mathematical foundation needed to address the problem, solving the problem and applying what is learned to the original situation. *Prerequisites:* Competency in MTE 1-5 as demonstrated through placement or unit completion or equivalent or Co-requisite: MCR 4: Learning Support for Quantitative Reasoning. 3 credits

Statistical Reasoning (MTH 155) NOTE: Replacement for Intro to Elementary Stats** **Fall**

- Presents elementary statistical methods and concepts including visual data presentation, descriptive statistics, probability, estimation, hypothesis testing, correlation and linear regression. Emphasis is placed on the development of statistical thinking, simulation, and the use of statistical software. *Prerequisites:* Competency in MTE 1-5 as demonstrated through placement or unit completion or equivalent or Co-requisite: MCR 5: Learning Support for Statistical Reasoning. 3 credits

Economics and Personal Finance—High School Credit Only **Fall or Spring**

- Presents a framework of personal money management concepts, including establishing values and goals, determining sources of income, managing income, preparing a budget, developing consumer buying ability, using credit, understanding savings and insurance, providing for adequate retirement, and estate planning.

* General Core and transfer elective courses. **Program specific courses (may also be transferrable).

Students should speak to their college representative to learn more about transferability of courses as Elite Learning cannot guarantee transferability of any course. Instructor selection, student interest, and preferences of community colleges may affect course offerings. All course offerings are subject to change.

2018-2019 Elite Learning Course Offerings Per College

Upon successful completion, students will receive college credits from the community college affiliated with their high school. Students must complete an application and placement examination at their local community college before enrolling in Elite Learning courses. Other requirements may be established by each school and/or community college.

Course	Course Number	Credits	Fall	Spring	Yearlong	VHCC	WCC	MECC	SWCC
Developmental Psychology*	PSY 230	3	X	X	X	X	X		
Medical Terminology & Disease Processes**	HLT 113	3	X	X	X	X	X		
International Relations I*	PLS 241	3	X			X	X		
Introduction to Conflict Resolution*	PLS 250	3		X		X	X		
Survey of American Literature I & II*	ENG 241 & ENG 242	6		X	X	X	X	X	
English I & II*	ENG 111 & ENG 112	6	X	X	X	X	X	X	X
Creative Writing*	ENG 211	3		X		X	X	X	X
United States History I & II*	HIS 121 & HIS 122	6	X	X	X	X	X	X	X
Civil War & Reconstruction*	HIS 269	3	X			X	X	X	X
America in the Gilded Age*	HIS 270	3		X		X	X	X	X
Civil War & Recon./America in Gilded Age*	HIS 269 & HIS 270	6		X		X	X	X	X
United States Government I & II*	PLS 211 & PLS 212	6	X	X	X	X	X	X	X
Introduction to Business**	BUS 100	3	X	X		X	X	X	X
Personal Finance**	FIN 107	3	X	X		X	X	X	
Business Law I & II**	BUS 241 & BUS 242	6	X	X		X	X	X	X
Survey of Criminal Justice**	ADJ 100	3	X			X	X	X	X
Survey of Criminology**	ADJ 107	3		X		X	X	X	
Statistical Reasoning*	MTH 155	3	X			X	X	X	
Quantitative Reasoning*	MTH 154	3		X		X	X	X	
Principles of Psychology*	PSY 200	3	X	X	X	X	X	X	X
Principles of Sociology*	SOC 200	3	X	X	X	X	X	X	X
Economics and Personal Finance	HS Credit Only	-	X	X		X	X	X	X

*General core and transfer elective courses. **Program specific courses (may also be transferrable).

Elite Learning Instructor Information 2018-2019

<i>Course Name</i>	<i>Course Number</i>	<i>Instructor</i>	<i>Email</i>
English I & II	ENG 111/112	Rhonda Simmerman	rksimm08@gmail.com
English I & II	ENG 111/112	David Burns	davidburns@scsb.org
Survey of American Literature	ENG 241/242	Rhonda Simmerman	rksimm08@gmail.com
Creative Writing	ENG 211	David Burns	davidburns@scsb.org
Business Law I & II	BUS 241/242	Dawn Stafford	dstafford@swcenter.edu
Business Law I & II	BUS 241/242	Adam Tolbert	adam@adamtolbert.com
Personal Finance	FIN 107	Adam Tolbert	adam@adamtolbert.com
Economics & Personal Finance	HS Credit	Dawn Stafford	dstafford@swcenter.edu
Survey of Criminal Justice	ADJ 100	Gina Hamm	ghamm@wcs.k12.va.us
Survey of Criminology	ADJ 107	Gina Hamm	ghamm@wcs.k12.va.us
Introduction to Business	BUS 100	Dawn Stafford	dstafford@swcenter.edu
Introduction to Business	BUS 100	Adam Tolbert	adam@adamtolbert.com
Statistical Reasoning	MTH 155	Sherri Gardner	Sherri.Gardner@scottsschools.com
Quantitative Reasoning	MTH 154	Mary Beth Greer	mbgreer@gmail.com
Principles of Psychology	PSY 200	Amy Burns	aburns@depaulcr.org
Principles of Psychology	PSY 200	Martha Anderson	andersonsvetn@aol.com
Developmental Psychology	PSY 230	Martha Anderson	andersonsvetn@aol.com
Principles of Sociology	SOC 200	Alison Scanlan	ascalan@me.vccs.edu
Principles of Sociology	SOC	Gregg Webb	gregcmc@gmail.com
U.S. Government I & II	PLS 211/212	Amanda Robinson	alrobinson@tazewell.k12.va.us
U.S. Government I & II	PLS 211/212	Kyle Scanlan	kyle3776@charter.net
International Relations	PLS 241	Kyle Scanlan	kyle3776@charter.net
Introduction to Conflict Resolution	PLS 250	Kyle Scanlan	kyle3776@charter.net
United States History I & II	HIS 121/122	Terry Mullins	tmullins@concord.edu
Civil War/America in Gilded Age	HIS 269/270	Joey Shipley	Anthony.shipley@scottsschools.com
Medical Terminology	HLT 143	Bethanie Fields	bpfields@wcs.k12.va.us

2018-2019 SVETN Elite Learning Book List

English:

Title: *The Everyday Writer with 2016 MLA Update, 6th Edition (Recommended)*

Author: Andrea A. Lunsford

Publisher: Bedford St. Martin

ISBN-13: 978-1319083434

ISBN-10: 1319083439

Optional text: Acceptable but not recommended

Title: *The Everyday Writer, 5th Edition*

ISBN: 031266484-2

Title: *Storming Heaven (Mrs. Simmerman's class only)*

Author(s): Denise Giardina

ISBN: 080410297X

NOTE: Each student needs a copy

American Literature:

Title: *The Bedford Anthology of American Literature*

Authors: Susan Belasco, Linck Johnson

Publisher: Bedford/St. Martin's

ISBN-13: 978-0312678692

ISBN-10: 031267869X

Civil War/America in Gilded Age:

Title: *America: A Concise History, 4th Edition, 2006*

Authors: Henretta, Brody, and Dumenil

Publisher: Bedford/St. Martin's

ISBN: 0312485417

Medical Terminology

Title: *Introduction to Medical Terminology*

Author(s): Linda Stanhope & Kimberly Trumbull

Publisher: Goodheart-Wilcox

ISBN: 9781619606166

Developmental Psychology:

Title: *Life-span Development, 15th edition, 2015*

Author: John W. Santrock

Publisher: McGraw-Hill Education

ISBN: 978-0-07-786182-7 and ISBN 0-07-786182-5

Survey of Criminal Justice:

Title: *Criminal Justice, 9th ed., 2010*

Author: James A. Inciardi

Publisher: McGraw-Hill Companies

ISBN: 9780073527963

Criminology

Title: *Criminology: The Core, 4th ed., 2011*

Author: Larry Siegal

Publishers: Wadsworth Publishing

ISBN: 0495809837

Principles of Psychology:

Title: *Psychology with Updates on DSM-5, 2014*

Author: David G. Myers

Publisher: Worth Publishers (Used books at Amazon)

ISBN: 9781464164743

No Book Required For:

Personal Finance

Statistical Reasoning

Creative Writing

U.S. Government

U.S. History

International Relations

Business Law

Principles of Sociology

Quantitative Reasoning

Introduction to Conflict Resolution

Introduction to Business

SVETN Elite Learning Student Participation Form

Student Name _____ Student Email Address _____

Grade level in 2018-2019 _____ School _____ School Division _____

Community College _____ Internet Access at Home? ____ Yes ____ No

Mark all courses you are enrolled in.

- | | |
|--|--|
| <input type="checkbox"/> U.S. History (6 credits) | <input type="checkbox"/> U.S. Government (6 credits) |
| <input type="checkbox"/> English (6 credits) | <input type="checkbox"/> Civil War/America in Gilded Age (6 credits) |
| <input type="checkbox"/> Creative Writing (3 credits) | <input type="checkbox"/> Introduction to Business (3 credits) |
| <input type="checkbox"/> Personal Finance (3 credits) or HS | <input type="checkbox"/> Criminology (3 credits) |
| <input type="checkbox"/> Quantitative Reasoning (3 credits) | <input type="checkbox"/> Business Law I and II (6 credits) |
| <input type="checkbox"/> Survey of Criminal Justice (3 credits) | <input type="checkbox"/> Statistical Reasoning (3 credits) |
| <input type="checkbox"/> Principles of Psychology (3 credits) | <input type="checkbox"/> Principles of Sociology (3 credits) |
| <input type="checkbox"/> Developmental Psychology (3 credits) | <input type="checkbox"/> Medical Terminology (3 credits) |
| <input type="checkbox"/> International Relations I (3 credits) | <input type="checkbox"/> Introduction to Conflict Resolution (3 credits) |
| <input type="checkbox"/> Survey of American Literature (6 credits) | |

Student Acknowledgment--Please read and initial the following statements. I understand that:

Success in this course depends on each student's assumption of responsibility for completing the assigned work and submitting it in a timely manner;

Elite Learning strives to provide access to the content of this course 24/7; however, technical problems can occur. For this reason my work should not be postponed until the last minute;

Elite courses follow the community college calendar; therefore, inclement weather does not change class schedules;

Courses will be delivered asynchronously (i.e., all students will *not* be actively engaged in the course at the same times) through the World Wide Web using Moodle;

Courses of this nature requires that I have regular access to a computer **and** the Internet either at home or at school or both. If I do not have home Internet service, it is my responsibility to notify the instructor at the beginning of the semester;

Courses must meet regulations of both the high school and college; therefore, I should expect no less than 60 minutes of coursework per day. This will increase significantly for 6-credit courses;

The instructor will regularly interact electronically with me and other students but will not necessarily be available while I am online;

A designee of my school (guidance counselor or teacher) will proctor tests, quizzes, and examinations for courses as needed;

Grades will be assigned according to the community college 10-point grading scale; however, high school grades will be determined by the policy of the school;

Weighting of grades for this course, if any, is determined by the policy of my school;

I understand that my Elite Learning grades will be placed on my permanent college transcripts, and may affect my future enrollment at a college or university and/or financial aid;

Students must adhere to the Code of Student Conduct of Elite Learning and the school and will be subject to discipline if violations occur. This included all forms of plagiarism. More details are located in the Elite Learning Guide for Students.

Classes have prerequisites, which means students are not allowed to take certain courses unless they have successfully completed other courses or placement tests. Students should contact your school counselor for more information.

Student Signature

Date

Parent/Guardian Permission

The following statement is found in the Elite Learning Student Guide. Although Elite Learning students are still high school students, it is important to note that students will be held to the same academic standard as students of the local community college. This is required of all dual enrollment courses.

“Each student is considered a responsible adult, and it is assumed that students will maintain standards of conduct appropriate to membership in this online learning program. Emphasis is placed on standards of student conduct rather than on limits or restrictions. Guidelines and regulations governing student conduct are developed by representatives of the faculty, staff, and administration. All Elite Learning students are community college students and must abide by the Code of Conduct of their representative college. Elite Learning’s Code of Conduct is derived from partner community college regulations.”

As the parent of _____, I have read the agreement my child has signed regarding the asynchronous course(s) that he/she has chosen to take. I understand the nature and requirements of the course and give my permission for him/her enroll in the course or courses. I understand that I may be contacted by email or phone if necessary to ensure the academic success of my child. Please give contact information for both parents if living in separate homes.

Please print your name on this line.

Email Address

Phone/Cell Phone

Please sign your name on this line.

Please print your name on this line.

Email Address

Phone/Cell Phone

Please sign your name on this line.

I also grant Elite Learning permission to take photos of my child to use for program promotional purposes. To specify, photos are often used on the SVETN website and promotional materials sent to local school divisions. Student names are NEVER used with photos without further permission.

_____ YES

_____ NO

_____ Parent’s Signature

Guidance Counselor’s Recommendation

I have read the criteria provided by SVETN for students in an asynchronous course and attest that _____ meets or exceeds the prerequisites for _____ and possesses the necessary personal and academic qualities for success in a course delivered in this medium. In particular, specific prerequisites are in place for Survey of American Literature, English 112, Creative Writing, Quantitative Reasoning, and Statistical Reasoning. All other courses have prerequisites as well (counselors should contact the college for more information). I will also make sure the student has completed his or her college application in order to receive credit for coursework at both my high school and the participating college.

Please print your name on this line.

Please sign your name on this line.

Date

All students must complete a community college application to receive college credit for their coursework. Please speak to your guidance counselor for more information. For additional questions or concerns, contact Dawn Stafford, Elite Learning Program Administrator, at dstafford@swcenter.edu or 276-619-4363. Student Participation Forms should be returned to the guidance department.