Student Registration Guide:
Grades 6–12

1. Visit flvs.net and click on “Enroll” in top right corner
2. Click on “Enroll in County Virtual School”
3. How to enroll page:
   • Select “Enroll Now”
4. Customize your catalog:
   • Choose your county "Pinellas"
   • Select your student type
   • Click “Continue”
5. 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
6. Review your backpack:
   • To enroll in additional courses, click “Add Courses” and follow the same process
   • Click “Continue”
   You will be able to select your semesters and preferred placement date in a later screen
7. Log in or create an account
   New students:
   • Click “Create an Account”
   • Create your username and password, no repeating digits
   • 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
   • Click “Log In”
   Returning students, please skip to step #11
8. Complete your student information:
   • Complete all the fields onscreen, including Personal, Demographic, Phone, and Address
   • Click “Continue”
9. Complete your parent/guardian information:
   • Complete all the fields on the screen, including Personal, Phone, and Address
   • Click “Continue”
10. Confirm account information:
    • Review Student and Parent Information
    • Click the pencil icon to make changes
    • Select “Continue”
11. Follow the prompts by selecting:
    • How you heard about PVS and your reason for taking these classes
    • Click “Continue”
12. Review the student and parent/guardian commitments:
    • Check the appropriate boxes
    • Click “Continue”
13. Register for courses:
    • Select your desired semester
    • Review courses and credit hours
    • Select your desired school “Pinellas Virtual”
    • Select your Preferred Placement Date
      This is when the process begins to place you with your teacher, not necessarily the date you will start your course
    • Select “Continue”
    • You may be asked to alter your course selection based on your student type:
      » Public school students: 3 course limit
      » Private school students: 6 course limit
      » Homeschool students: 6 course limit
14. Confirm prerequisites and school choice
    • Click “Confirm” or “Cancel” to confirm prerequisites and school choice
    • Check appropriate box and click “Continue” or “Change Selection” to confirm school choices
15. Submit enrollment:
    • Review your course enrollments
    • Click “Submit Enrollment”
    To print a copy of your enrollments, click the printer icon
16. Complete your registration:
    To finalize registration, Florida Residency must be verified and your child’s courses must be approved
    • Click “Login to FLVS” and follow the steps listed in the email (Email sent to parent/guardian email address input during registration)
    Florida residency (homeschool and private school only):
    • Upload proof of residency document (list of approved documents will be provided)
    Course Approval:
    » Homeschool: parent approval.
    » Public, Private, or Charter School: school approval

Thank you for enrolling in PVS Part-time.

If you have questions or need assistance, please visit flvs.net/contact or call 407-513-3587.