

**Enrollment Process FAQ’s**

1. **I have received notification that my SCHOOL Counselor needs to verify my classes. What do I do?**

School Counselors will be verifying courses upon their return at the beginning of August. They also receive notification of the verification. There is no need to alert them.

1. **I can’t seem to get my account set –up. Who can help?**

Please use this link to access step by step instructions for account set-up:

https://www.hillsboroughschools.org/cms/lib/FL50000635/Centricity/Domain/223/HVK12%20V SA%20Account%20Directions%205-19-2021.pdf

If you need further assistance, please call the main office at 813-983-7278

1. **How do I make a schedule change?**

If there are classes that you want to change, you may request that at the beginning of the school year. Procedures to request a change will be communicated. While waiting on your schedule change to be processed, please work ahead in your correct courses.

If you are wanting to change the level of your course between Honors and Regular, you may speak directly to your teacher and request the change at the start of the school year.

1. **When can I start my classes?**

You may start your classes as soon as they are class assigned to a teacher, which should be the first days of the school year.

**PLEASE MAKE SURE THAT WHEN SELECTING COURSES, YOU SELECT ALL HILLSBOROUGH VIRTUAL SCHOOL COURSES AND NOT FLVS.**

**Please make sure your “physical school” is set to “Hillsborough Virtual School”.**

**\*\*You will receive further communication and instructions throughout the summer from HVK12 Administration as to how to proceed with scheduling and account set-up.**

**All other questions, please call the main office at 813-983-7278**