



## Online Learning

### Policy Series: 4000 Curriculum, Instruction, and Assessment

Policy No. 4050  
Procedure 1

This updated procedure integrates both district-level operational guidelines and compliance requirements under Utah law ([Utah Code § 53F-4](#) and Utah Administrative Rules [R277-726](#)).

#### 1. Offerings

- a. **Full-Time Enrollment:** Provo Online offers full-time enrollment for students in grades 7-12 who reside in Provo School District.
  - i. **Grades 7–8:** Four core subjects plus two electives.
  - ii. **Grades 9–12:** All core courses and a variety of electives including NCAA-approved core classes where applicable.
- b. **Credit Recovery:** Provo Online provides credit recovery options (.25 or .5 credits). Recovery courses require a fee and focus on mastery demonstration. These courses are not NCAA-approved.
- c. **Part-Time Enrollment:** Students in grades 1–12 who live in Provo may split schedules between their local school and Provo Online. Non-Provo students in grades 9–12 may enroll part-time through the Statewide Online Education Program (SOEP).
- d. **Summer School:** Original and credit recovery courses are available through Provo Online.

#### 2. Eligibility Rules

- a. [With the advice of a school counselor at the student's District school, a student enrolled in the District may enroll in a course offered through the Statewide Online Education Program to earn middle school or high school credit if the](#)

38 student meets the course prerequisites, the course is open for enrollment, and  
39 the course is aligned with the student's plan for college and career readiness.  
40

- 41 b. Unless otherwise approved by the District or early graduation plan, students may  
42 enroll in a maximum of **six (6) credits per school year**.  
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### 44 3. Enrollment Procedures

- 45 a. District schools shall facilitate enrollment with authorized SOEP providers as  
46 selected by eligible students, consistent with course credit limits.  
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- 48 b. If a student has an IEP or Section 504 plan, the District school shall forward a  
49 copy of the IEP or accommodation plan to the authorized online course provider  
50 in compliance with federal law and shall ensure that the online course provider is  
51 provided with any updated IEP or Section 504 Plan when revisions are made.  
52 The student's District school may ensure that the student's IEP team and the  
53 online course provider review a course enrollment to ensure that the student  
54 meets enrollment requirements and may as needed coordinate additional IEP  
55 team reviews with the online course provider to ensure that appropriate services,  
56 supports, and accommodations are in place for the student.  
57
- 58 c. A formal **Course Credit Acknowledgment Agreement** must be executed  
59 between the District and each provider for each student enrolled in an online  
60 course offered through the Statewide Online Education Program. The online  
61 course provider acknowledges that it is responsible for instruction of the student  
62 in the online course and in which the District and the online course provider  
63 agree on a process to provide the student's District school with the ability to  
64 ensure the consistency of a course request with graduation requirements, the  
65 student's plan for college and career readiness, and (if applicable) the student's  
66 schedule, and compliance with IDEA timelines. The agreement shall also meet  
67 the other requirements specified in [Utah Code § 53F-4-508](#).  
68

### 70 4. Credit & Transcript Recognition

- 71 a. District schools shall include the online courses of students enrolled in the school  
72 in the student's enrollment records and, upon course completion, shall include  
73 online course grades and credits on the student's transcripts. .  
74
- 75 b. High school credits earned before grade 9 shall be recognized toward graduation  
76 requirements.  
77
- 78 c. A student enrolled in an online course may not earn more credits in a year than  
79 would be earned by taking a full course load during the regular school day at the  
80 student's District school which is the student's primary school of enrollment.  
81 However, this limitation does not apply if the student intends to complete high

82 school graduation requirements early and exit high school early in accordance  
83 with the student’s plan for college and career readiness.  
84

85 **5. Curriculum Vendors & Third Party Providers**

86 a. **Vendors:** Provo Online contracts with the Utah Online School (UOS), whose  
87 curriculum is aligned to Utah State Standards.  
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89 b. **Third Party Providers:**

- 90
- 91 i. Selected through District/State RFP process.
- 92
- 93 ii. Subject to monthly compliance checklists covering curriculum, staff  
94 changes, reimbursements, attendance, and student work.
- 95
- 96 iii. Must comply with FERPA, [Utah State Code R277-417](#), and all Provo  
97 Online rules (including attendance and the 10-day drop rule).  
98
- 99 iv. May not act on behalf of the District without authorization.  
100

101 **6. Student Support & Equity**

102 a. Students eligible for **fee waivers** shall be provided with either on-site technology  
103 access or District-provided devices/Wi-Fi.  
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105 b. Online students shall have equal access to **counseling, leadership,**  
106 **extracurriculars, sports, graduation activities, and co-curricular**  
107 **opportunities.**  
108

109 c. K–8 students must complete diagnostic assessments in Math and English. If  
110 deficiencies are found, teachers will provide interventions, which must be  
111 documented. Persistent deficiencies may lead to special education referrals.  
112

113 **7. Access to Facilities & Services**

114 a. District schools shall provide facilities for online course participation during the  
115 regular school day.  
116

117 b. Where District devices are used, separate accounts or credentials will be  
118 provided to access provider platforms securely.  
119

120 **8. Oversight & Reporting**

121 a. **Monthly Oversight:** Provo Online administration shall review compliance with  
122 Third Party Providers, including invoicing, reimbursements, interventions, and  
123 attendance logs.  
124

- 125                    b. **Annual Report:** Provo Online shall submit to the Board of Education a yearly  
126 report including:  
127                    i. Course completion rates.  
128  
129                    ii. Enrollment breakdowns.  
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131                    iii. Third Party Provider compliance.  
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133                    iv. Equity and intervention data.  
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135 Offerings

136 Provo eSchool offers full-time enrollment for students in grades K-12 who live in Provo School  
137 District and for students in grades K-8 across Utah. A full-time schedule for kindergarteners  
138 includes math, language arts and one elective (science, social studies, music or art). Students  
139 in grades 1-6 take four core classes (math, language arts, science, and social studies) and one  
140 elective. Students in grades 7-8 take four core classes and two electives, and students in  
141 grades 9-12 take seven to eight courses.

142 In addition to original credit classes, Provo eSchool offers credit recovery classes for students to  
143 make up lost credit from classes they previously failed. These classes come in .25 or .5 credit  
144 increments, and require a fee. Credit recovery courses are designed to show mastery and do  
145 not require the same amount of work as an original credit class.

146 Provo eSchool also works directly with the local high schools to provide credit recovery gap  
147 classes, which provide Provo High and Timpview students the opportunity to take credit  
148 recovery classes at their school. Some credit recovery gap class students enroll in an original  
149 credit online class during that time if the course they need doesn't fit into their regular school  
150 schedule.

151 Provo eSchool offers NCAA-approved core courses through a curriculum vendor. Students must  
152 notify eSchool staff if they are seeking NCAA eligibility to ensure they are enrolled in eligible  
153 classes. Credit recovery courses are not NCAA approved.

154 eSchool offers part-time enrollment options. Students in grades 1-12 who live in Provo School  
155 District may take some of their classes at their local brick and mortar school and some at  
156 eSchool. Between the two schools, the student is given a full schedule. eSchool classes may  
157 not be supplemental to a full school day at a brick and mortar school. Students in grades 9-12  
158 outside of Provo may enroll part-time in eSchool through the Statewide Online Education  
159 Program (SOEP). This program allows students throughout Utah to take online classes through  
160 another district, while maintaining their enrollment in their local school district.

161 eSchool also offers a variety of summer school opportunities for students who need both  
162 original and credit recovery classes. These offerings are provided at the high schools as well as  
163 at home if that is the student's choice.

#### 164 eSchool Curriculum Vendors

165 Provo eSchool contracts with four vendors for curriculum. All curriculums are aligned to Utah  
166 State Standards.

- 167 1. K12: Available to students in grades K-8. Provides a hybrid approach of online  
168 resources and physical materials (workbooks, textbooks, science kits, etc.) that are  
169 mailed to a student's house. A parent/guardian is highly involved in guiding a  
170 student through the set curriculum. eSchool teachers tutor, monitor, support, and  
171 provide intervention for these students. Courses are yearlong. World language  
172 courses are available beginning in third grade.
- 173 2. FuelEd: Solely online curriculum available to students in grades 9-12. Primarily  
174 used for CTE courses and world languages. Courses are divided into semesters.  
175 FuelEd provides Utah-certified teachers for each course.
- 176 3. BYU Independent Study: Solely online curriculum available to students in grades 7-  
177 12. All core classes and many elective courses offered. Courses are divided into  
178 semesters. BYU Independent provides Utah-certified teachers for each course.
- 179 4. Edgenuity: Solely online curriculum available to students in grades 6-12. All core  
180 classes and many elective courses offered. Original credit core classes are NCAA  
181 approved. Courses are divided into semesters, but many may also be subdivided  
182 into terms. Edgenuity provides Utah-certified teachers for each course.

#### 183 Third Party Providers

184 A Third Party Provider is an organization or business who recruits parents and students to be  
185 part of an educational program that allows for greater flexibility in curriculum choices that meet  
186 state standards for that grade level or class. These students are then enrolled in the Provo City  
187 School District and must meet all enrollment requirements and eSchool rules. Third Party  
188 Providers are selected through an approved district and state RFP process. Contracts are  
189 reviewed yearly and re-negotiated at least once every three years.

#### 190 Local and State Compliance

191 District online offerings and Third Party Providers must meet all local and state compliance rules  
192 and mandates. These include, but are not limited to the following:

- 193 ● On a monthly basis the eSchool administration will meet with Third Party Providers  
194 to review and complete a "monthly checklist." This checklist will include new

195 curriculum offerings, staff additions or deletions, allowable student reimbursements,  
196 asset inventory, student work completion through grades, exams and eSchool  
197 directed learning logs, attendance and withdrawals. These monthly checklists will  
198 be kept and maintained for a two-year cycle, and will be reviewable by both district  
199 and state-level administrators.

- 200 ● All online programs will comply with FERPA rules and regulations.
- 201 ● To ensure students in grades K-8 are progressing at an appropriate pace for their  
202 age level they will be required to take an intervention exam at the beginning of their  
203 course work in both mathematics and English courses. Students may not opt-out of  
204 these exams. If students are found to have deficiencies on these exams, teachers  
205 will provide multi-tiered interventions to help the student acquire missing skills  
206 needed for grade-level success. These interventions must be recorded, and reports  
207 will include types of interventions used, length of intervention and post-intervention  
208 assessment measures. If the grade level cannot be maintained with targeted  
209 interventions this will be a key factor in determining if a special education referral is  
210 needed.
- 211 ● Third Party Providers will be required to complete a monthly invoice. This invoice  
212 will include a detailed list of students and their grade levels.
- 213 ● Third Party Providers must follow Utah State Code R277-417 if they are choosing to  
214 provide a reimbursement to parents of students enrolled in their programs. A list of  
215 reimbursements will be provided on a monthly basis. These lists will be reviewed by  
216 the eSchool administration for compliance. Once this process is completed these  
217 lists will be sent to USBE officials for their additional review.
- 218 ● Third Party Providers must never speak on behalf of or use the school district's  
219 name without expressly granted permission. This includes, but is not limited to,  
220 GRAMA requests, agreements with curriculum vendors, and discussions with  
221 higher education institutions.
- 222 ● Third Party Providers must comply with all eSchool rules including  
223 attendance/progress requirements and the 10-day drop rule.
- 224 ● All Third Party Provider program students must be full-time students as no dual  
225 enrollment students will be allowed.
- 226 ● eSchool will provide special education and 504 services to any qualifying student  
227 enrolled in online program regardless of where they live in Utah.

## 228 Annual Report

229 eSchool will provide to the Board of Education an annual report that details course completion  
230 rates, enrollment break downs, Third Party compliance, and overall success and improvement  
231 data.

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**Legal References**

[Utah Code § 53F-4-501\(4\) \(2025\)](#)  
[Utah Code § 53F-4-503\(1\), \(2\), \(3\) \(2025\)](#)  
[Utah Admin. Rules R277-726-5\(1\) \(August 7, 2024\)](#)  
[Utah Code § 53F-4-503\(1\), \(10\)\(a\) \(2025\)](#)  
[Utah Code § 53F-4-508\(1\) \(2024\)](#)  
[Utah Admin. Rules R277-726-3\(4\) \(August 7, 2024\)](#)  
[Utah Admin. Rules R277-726-8\(6\) \(August 7, 2024\)](#)  
[Utah Admin. Rules R277-726-5\(6\), \(7\) \(August 7, 2024\)](#)  
[Utah Code § 53F-4-509\(1\), \(2\), \(3\) \(2024\)](#)  
[Utah Admin. Rules R277-726-5\(1\), \(3\) \(August 7, 2024\)](#)  
[Utah Admin. Rules R277-726-5\(10\), \(11\) \(August 7, 2024\)](#)

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