



Summer School Beginning of Term Instructions

Dear Student,

Thank you for registering for an online class with Gwinnett Online Campus.

Pacing

- To successfully meet course requirements students should plan to spend 3-4 hours M-F for each course. Courses can be accessed 24 hours a day 7 days a week.

Communication

- All students should plan to attend a face to face orientation on the first day of class at our GOC campus (schedule on website).
- Students will receive an email at the address associated with your MPP account with specific login instructions.
- GOC students are issued a GCPS email address. All email correspondence from GOC will be sent to this address. Students will access their GCPS email through the My eClass Student Portal under G Suite for Education. More information can be found through the "Logins" section of our website.
- Students are expected to check their email daily for important information.

Course Login

- Students will access their online course beginning on the Monday when classes are scheduled to begin through the "Logins" box on our website www.gwinnettonlinecampus.com.
- Students will use their GCPS student ID number for both their username and password. Once logged in, students will see their online course listed in the pull-down menu at the top of the page.
- The schedule of CLASS sessions for your specific course can be found on the course home page.
- Course content can be found by clicking on the "Content" link on the course home page.

Special Requirements

- All Online classes require a face-to-face EOC or a final exam at our GOC campus. The testing schedule with the specific times for each course will be posted on our website and on the student's course home page.
- Students are required to bring a Photo ID to all face to face testing.
- The Online Personal Fitness (PE) course requires a pre-fitness test that can be completed at orientation or by a self-test option with instructions provided in the course.
- If a student has a 504 plan, it is their responsibility to fax a copy of this plan to the GOC Main Office (770) 326-8064 no later than the week before class begins.
- Refunds will be issued up until the posted first day of class on June 10. To request a refund click on the Request a Refund link under the Supplemental Program area on our website.

If you have any questions or concerns not addressed in this email or on our website, please email us at:

gwinnettonline@gwinnett.k12.ga.us