**SINGLE DISTRICT SCHOOL OR PROGRAM COVER PAGE**

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| Name of Online School or Program | Opening Date of Operation | | |
| Contact Person | Position Title | | Email Address |
| Mailing Address | | | |
| Phone/Fax Number | | Website | |

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| **Authorizer Information** | | | | |
| School District | | | District Code | |
| District Contact Person | Position Title | | | E-mail address |
| Mailing Address | | | | |
| Phone/Fax Number | | Website | | |

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| **Grade Levels Served (check all that apply)** | | | | | | | | | | | | |
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| **School Calendar** | |
| Semester Schedule | Daily Schedule |

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| **Definitions (*C.R.S. 22-30.7-102* et. al)** |

“**On-line program**" means a full-time, on-line education program authorized pursuant to this article that delivers a sequential program of synchronous or asynchronous instruction from a teacher to a student primarily through the use of the internet. "On-line program" does not include a supplemental program. Accountability for each student in an on-line program is attributed back to a designated school that houses the on-line program. Notwithstanding any other provision of this subsection (9) to the contrary, any on-line program with one hundred or more students shall be considered an on-line school and not an on-line program.

"**On-line school**" means a full-time, on-line education school authorized pursuant to this article that delivers a sequential program of synchronous or asynchronous instruction from a teacher to a student primarily through the use of the internet. An on-line school has an assigned school code and operates with its own administrator, a separate budget, and a complete instructional program. An on-line school is responsible for fulfilling all reporting requirements and will be held to state and federally mandated accountability processes.

**"Supplemental Online Program**" means a program that offers one or more online courses to students to augment an educational program provided by a school, school district, charter school, or board of cooperative services.

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| **Type of school/program**  **(Definitions provided below)** | | |
| 🞏 School\*\* | 🞏 Program | 🞏 Supplemental |

\*\*A school code will be required.

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| **Description of School/Program** |

Thoroughly describe how the online school or program meets the statutory definition of “Online School or Program.”

Please also address the following questions, if applicable to your school or program.

What are the vision, mission and goals of the school/program?

Describe the curriculum that will be utilized and the courses that will be available to students.

Describe how instruction will be delivered from a teacher to students, along with the frequency of student-teacher interaction, (mode, frequency, etc.)

If the school or program will be a diploma granting institution, provide an outline of the graduation requirements.

As you begin program development for your single district online school or program, please review the *Quality Standards for Online* Programs within Section 3 of the Rules for the Administration, Certification, and Oversight of Colorado Online Programs at the link below.

<http://www.cde.state.co.us/onlinelearning/events.asp>

The Office of Online & Blended Learning can provide technical assistance and additional resources to help you reach your programmatic goals, or can refer you to an appropriate unit at CDE for assistance. We look forward to working with you to build quality online learning options for the students in your district.

Please submit this document to:

Renee Martinez

Online and Blended Learning Specialist  
[martinez\_r@cde.state.co.us](mailto:martinez_r@cde.state.co.us)

303.866.6864