

Enrollment Confirmation Notice

DO NOT REPLY TO THIS EMAIL

Please direct all inquiries to the help desk at LCVS@leonschools.net

This is to inform you that **Sample Student** has been enrolled in HOPE. You will receive a Welcome E-mail and phone call from your instructor soon as summer school officially starts **June 11th**.

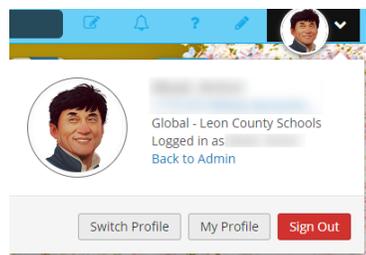
Course Instructor: **Ms. Teacher**

Instructor Email: **TeacherA@leonschools.net**

To access the course visit: www.leonschools.net and log into **ClassLink**:

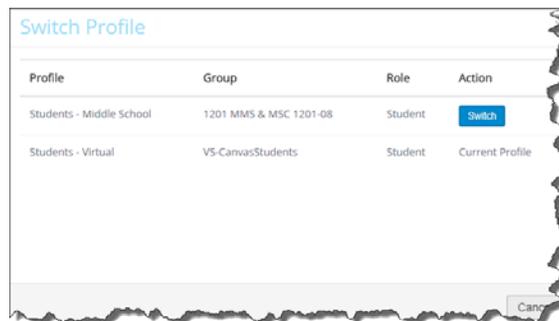


- ⇒ You will use your student Username and Password assigned to you by your traditional school.
- ⇒ When using **ClassLink** from HOME: Use YOURSTUDENTID#@EDU.LEONSCHOOLS.NET as your username
- ⇒ Once inside **ClassLink** select the LCVS Digital Academy Canvas Tile to access your course:
- ⇒ If you need password assistance, please contact your traditional school or the LCS Helpdesk @ helpdesk@leonschools.net or 487-7524 as the virtual school has NO access rights to look it up.
- ⇒ If you can't see the LCVS Digital Academy Canvas Tile? Please follow the directions below to switch your profile:
 - Once logged into ClassLink in the top right corner, select the drop down Menu to access your profile:



Select Switch Profile to Student- Virtual

You will now see the LCVS Canvas Tile



| Profile | Group | Role | Action |
|--------------------------|------------------------|---------|------------------------|
| Students - Middle School | 1201 MMS & MSC 1201-08 | Student | Switch |
| Students - Virtual | VS-CanvasStudents | Student | Current Profile |