



Missouri Course Access and Virtual School Program (MOCAP)
Determination & Appeal Form

Virtual Course Enrollment Determination

To: _____ [name of parent/guardian]: _____ [student's name]
requested to enroll in one or more virtual courses. We have made the following determinations.

Approved for Enrollment

The student has been approved to enroll in the following virtual courses:

Declined for Enrollment

We have determined that, in accordance with Board policy and procedure, it is not in the best educational interest of _____ [student's name] to enroll in the following requested courses for the following good-cause reasons:

Name of Virtual Course	Reason for Denial of Enrollment

Date: _____ Designee Signature: _____

Appeals

Students or parents/guardians who disagree with the above determinations about a Missouri Course Access Program (MOCAP) course can appeal the decision to the superintendent or designee. If appeal is denied by the superintendent or designee an appeal may be made to the Board of Education. Please provide a written description of the basis for your appeal, attach it with any pertinent documentation or information, and submit it to the appropriate person.

If the student has an individualized education program (IEP), the IEP team may independently determine that a course is inappropriate for the student. In that case, students or parents/guardians must follow the appeal procedure for IEP team decisions.
