



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 virtual orientation on the first day of class. You and your student will receive an email from your teachers with a link to this session.
- 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 will receive an email at their GCPS email address with specific login instructions.
- Students are expected to check their email daily for important information.

Course Login

- Students will access their online course beginning on Monday, June 3, 2024 when classes are scheduled to begin through the GCPS eCLASS student portal - <https://publish.gwinnett.k12.ga.us/gcps/home/gcpslogin>
- Students will use their GCPS student ID number for their username and their portal password to log in. If this is the first time you are logging into the portal this year, your password is your 8 digit birthdate (MMDDYYYY). For example, if your birthday is January 1, 2004, your initial portal password will be 01012004.
- Once logged in, click on the button on the right that says Gwinnett Online Campus (the one with the black GOC logo). This should take you directly into Brightspace D2L. Click the 3x3 waffle at the top right to find your courses.
- 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 EOC classes require a face-to-face assessment testing session 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. Non-EOC classes include an online final exam that students will complete remotely.
- Students are required to bring a Photo ID to all face to face testing.
- The Online Personal Fitness (PE) course requires a pre and post fitness test that can will be completed at home. Instructions are 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. To request a refund click on the Request a Refund link under the Programs—Summer School page on our website.

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

gwinnettonline@gcpsk12.org