



## Credit Recovery Beginning of Term Instructions

Dear Student,

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

### Course Structure

- Students will take a pretest at the beginning of each unit.
  - ◆ If they score 70% or higher, they can go directly to the next unit.
  - ◆ If they score below 70%, they will need to review each content item in the unit before taking the unit posttest.
- Students must score 70% or higher on the unit pretest or posttest to move onto the next unit.
- Once a student has completed the course, they must take a Final Exam or EOC in a proctored setting on campus. The on-campus testing schedule will be posted on the website and in the courses.
- Students must pass the course with a 70% or higher to earn credit.
- Students must complete the entire course and final exam/EOC to earn credit by the end the term.

### Communication

- 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 a welcome email at their GCPS email with information about getting started in the course.
- 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 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.
- Course content can be found by clicking on the "Content" link on the course home page.

### Special Requirements

- All credit recovery 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.

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

[gwinnettonline@gcpsk12.org](mailto:gwinnettonline@gcpsk12.org)