STEP*AHEAD*
ONLINE HIGH SCHOOL
ANOKA-HENNEPIN SCHOOL DISTRICT

Application for 2018-2019

Student name _____

Student home address _____ City _____ State _____ Zip _____

Student birthdate _____ Alternate student email _____

Student home phone _____ Student cell phone _____

Current school _____ Notification given? Yes ____ No ____ Grade _____

Parent name _____ Parent email _____

Reason for requesting StepAhead program _____

For the 2018-19 school year, I am planning to apply for PSEO (Post Secondary Education Options) Yes _____ No _____

Have you been officially identified as a person needing Special Education services? Yes _____ No _____

Statement of assurances and expectations:

- I understand that I am expected to go online at least 6 to 8 hours a week, per class, to read texts, do assignments, turn in work, discuss class topics with peers online, meet with my teacher during office hours online, and turn in all required assignments each week. If I do not logon for 15 consecutive days, I will be dropped from school.

- I understand that I must attend all required face-to-face meetings (if applicable) or make arrangements with my teachers to attend meetings, field trips, seminars, etc.

- I understand that if I do not meet the above two requirements I can be dropped from the course, and/or my transcript will reflect a no credit, withdraw, or fail for the class.

- I understand that I must communicate with my instructor, through email, about questions I have regarding how to do assignments and what I am learning.

- I will complete all work with academic honesty consistent with the Acceptable Use Policy.

- I understand that I am expected to complete the course by the end of the trimester and that if I get ill, or otherwise have complications that prohibit me from finishing, I need to contact my teacher(s) and the online learning contact person via email (Scott.arcand@ahschools.us) or by phone at 763-506-7734.

- I understand that I must have access to a computer with Internet connection at home to complete the required online assignments. I have read the technology recommendations at the website listed above.

_____ _____
Student signature (typing in your name acts as your signature)   Date

Parent/Guardian: I (we) have read the *Note for Parents/Guardians* on the reverse side, and agree to do what is necessary to support my (our) student in the StepAhead Online High School program.

_____ _____
Parent signature (typing in your name acts as your signature)   Date

Return a hard copy to Carol Schmitz at 1353 W Highway 10, Anoka, MN 55303. A digital copy can be sent to carol.schmitz@ahschools.us

If your child qualifies for free or reduced price lunch, you may qualify for Internet Essentials. Call 1-855-8-INTERNET (1-855-846-8376) or visit InternetEssentials.com for more information.

Upon receipt of your application, if accepted, you will receive login information approximately 1 week prior to your start date.

How Does Online Work?

Are you wondering exactly how an online learning course works?

In a traditional classroom, you often learn by listening. Online courses are different. Instead of learning by listening, you will learn by doing; by reading, writing, and performing other activities specially designed by your instructor. In online courses, students "attend" class by visiting the class web pages and completing assignments according to the class schedule. Students communicate regularly with the instructor and classmates using e-mail and online discussion forums.

This class format is very flexible for busy schedules. Students can often log on to the course at any time of the day (or night). However, certain computer skills and a degree of determination are necessary to be successful. It comes as a big surprise to many online students that they actually have more contact with their fellow students online than they would in the regular classroom. This is because there are many ways for students to interact online: discussion boards, email, group activities, etc. It can be fun to meet students, and it can also be a great way to broaden your learning experience.

Many online courses also give more opportunities for personal feedback than you would receive in a traditional classroom. You will receive grades in your online course, but you might also encounter other kinds of feedback. For example, your fellow students might be reading and responding to your work. And you might receive more comments than usual (both formal and informal) from your instructor.

Source: http://www.iseek.org/education/whatonlinelearning.html For more information, see
http://www.iseek.org/education/k12learning.html

A Note for Parents/Guardians

Your child may enroll for online courses while attending their regular high school. Signed parental permission is required for all students under 18 years of age.

Helping your child to achieve in an online course can be both rewarding and challenging. Helping a child to self-direct his or her own learning can be the most difficult thing to master.

The State of Minnesota requires parent permission for all students under the age of 18 to enroll in an online course. This requirement is no accident. Online educators want you to be aware of what your child is learning and his or her approach to that learning.

Here is what the research says are the major challenges for an online learner:
- The learner must meet the technical and skills requirements
- The learner must be "active" not "passive"
- The learner must take initiative
- The learner must be self-organized
- The learner must be able to meet the self-pacing and planning requirements
- The learner must be willing to assume the responsibility for learning difficult content
- The learner must be able to wait until the instructor is available to answer questions
- The learner must know how to ask and be comfortable asking for help

Here are some of the ways you can assist your online learner:
- Help the learner to determine a time and schedule for doing their online class assignments. Assignments should be done on time, and students should be working online daily or at least several times a week.
- Make sure assignments are being completed in AH-Apps (Google Docs) *[later to be uploaded or copied and submitted online]*.
- To minimize the possibility of having to redo an assignment, always make sure the assignment is spell-checked and edited before turning it in by submitting it online.
- If your learner is having technical difficulties or any problems there are always two ways to remedy this:
  - Contact the teacher through email
  - Contact the technology teacher in your building

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