



## All Course Network Expansion Provider FAQ

- 1. Do applicants complete a separate application for each course?**  
Yes, complete a separate application for each course for which you are requesting RIDE approval.
- 2. Is an application necessary to increase the number of seats for a course that has been previously approved for the Spring 2021 semester?**  
A separate application is not necessary. Please email [acn@ride.ri.gov](mailto:acn@ride.ri.gov) with all seat increase requests for courses approved last spring.
- 3a. If an applicant offered courses last summer through the SAIL program, may they re-apply to offer the same course during the Spring 2021 semester?**  
Absolutely! Many of the SAIL courses were very successful, and RIDE would welcome the opportunity to offer them to more students.
- 3b. Can applicants apply to offer this course through the ACN if they are already offering it with another Provider?**  
It is not allowable to offer the same program through more than one Provider. RIDE recommends that Providers reach a mutually agreed upon decision to determine which of them will be the ACN Provider for the course.
- 4. Who is responsible for recruiting students?**  
Course Providers are primarily responsible for student recruitment; however, RIDE assists through social media notifications and including notices in the weekly field memo and PrepareRI newsletter to highlight key ACN dates. These include, for example, RIDE website posting dates and registration period opening dates. RIDE also posts an ACN school contact list on the ACN website to assist Providers with reaching out to schools as part of recruitment efforts. As well, each course has a mandatory two-week add/drop period during which provides an additional recruitment opportunity.
- 5. Do applicants need to include both administrative and per-pupil costs in the application?**  
Yes, both are required to complete the application. The fixed administrative fee is the applicant's best estimate of the costs involved in being an ACN Provider; this dollar amount is consistent across all applications, and covers administrative costs for all courses combined. Per-pupil costs may vary across course applications, as these costs are more course-specific and may include items such as books, materials, and test fees.
- 6. Does RIDE provide estimates of upper and lower limits of fixed administrative costs and per-pupil costs for different types of courses?**  
RIDE does not provide estimates for potential applicants. Providers know best what costs are involved in offering their course on the ACN; budget amounts are negotiable and finalized in the Memorandums of Agreement signed by both RIDE and the Provider.
- 6. Does the January 5-11 registration period apply to previously approved courses for which students registered last May, in addition to new courses that are part of the ACN expansion?**  
Yes, registration is open for all Spring 2021 courses from January 5-11.
- 7. Postsecondary Providers require student information that is not included in their user profiles, such as addresses and Social Security numbers. Can they include request this information as a course prerequisite?**

Providers may not specifically request additional information on the platform as a prerequisite, and RIDE does not provide them with student information other than what is on the platform. However, Providers may include a prerequisite that states that students must complete an additional registration step that requires them to share the requested information with the Provider.

**8. When will the new platform live on the RIDE website?**

The platform will be live on January 5, 2021, when the Spring 2021 semester registration period begins.

**9. Is it allowable for Providers to create different course sections designed specifically for differently-abled students, multilingual/English learner students and students who are not differently-abled, multilingual/English learners?**

Students may not be required to enroll in specific sections, however, Providers may include details in the course section description such as the section being taught in Spanish, or by special educators, to help students and families make informed decisions about section selection.

**10. Can schools count earned ACN credits towards credit recovery?**

Schools are required to accept credits earned through ACN courses, however, they have the authority to determine how the credits are applied to a student's transcript.

**11. Is school approval required for off-site enrichment courses?**

School approval is required for all ACN courses, regardless of location.

**12. Does RIDE accept ACN applications from non-public schools?**

No, ACN Providers are limited to public school districts or schools, community-based organizations, and postsecondary institutions.

**13. Can an enrolled student who does not attend classes and does not respond to Provider contact efforts be dropped from the course roster?**

Yes, each course (with the exception of enrichment courses that do not have an add/drop period) has a two-week add/drop period that begins the first day of class during which time students can drop a course they are not attending. In extenuating circumstances, such as when all student, family and school contact efforts fail, a RIDE administrator can remove the student from the roster. No student adds or drops are permitted outside of the two-week add/drop period.

**14. Are Providers expected to post course materials and content on the ACN platform?**

No, the platform hosts registration, school approval, attendance and grades.

**15. Do all courses, including enrichment, need to have a teacher of record who is an appropriately certified RI teacher?**

As a quality control measure, all courses should have a teacher of record who is an appropriately certified RI teacher. RIDE created this policy when all ACN courses were academic. Because the Spring 2021 ACN expansion has resulted in programmatic changes, however, the requirement may be waived on a case by case basis. Reciprocity will also be taken into consideration on a case by case basis with RIDE's Office of Educator Excellence and Certification.

**16. What information are students required to share in the ACN platform?**

Required fields in the student profile include student name, student date of birth, address, student phone, student personal email, parent/guardian email, district, and school.

**17. Can Providers offer the same course multiple times during the Spring 2021 semester?**

Yes

**18. Can students receive a Pass/Fail grade or are letter grades required?**

Letter grades are required for all ACN courses.

**19. Does the January 5 – 11 ACN registration window include registration for courses that were previously RIDE approved for the Spring 2021 semester?**

Yes, the January registration period applies to all Spring 2021 ACN courses.

**20. Will school principals assist Providers in recruiting their students enrolled in distance learning?**

Districts sign assurances stating that they will assist with recruitment. All schools have a primary ACN contact; this information is posted on the [All Course Network website](#).