

Welcome!

As we wait for our colleagues, please add your
organization name to your name in Zoom



- 1) Select the 3 dots or “more” next to your name
your name to edit
- 2) Add your organization name
(ex: Sean Wilson-Johnson University)

All Course Network



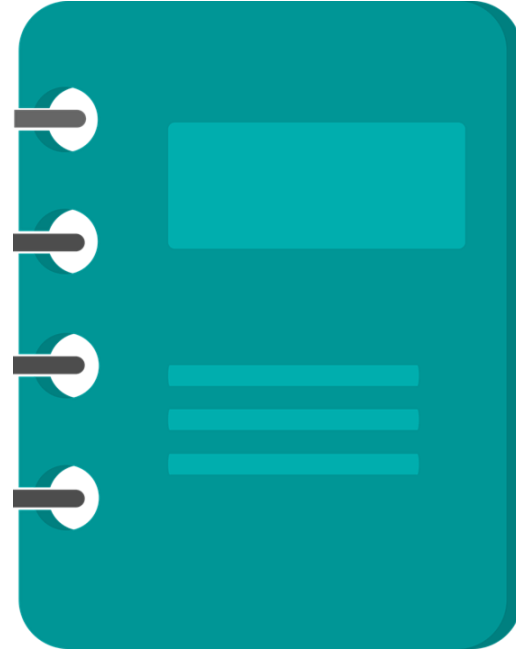
ACN Provider Training

December 2020

**RHODE
ISLAND**

Agenda

- Welcome & Introductions
- ACN Updates
- EnrollRI System Preview
- FAQs & Next Steps





Introductions



RIDE Rhode Island
Department
of Education

ACN Providers



GRAND ISLE GROUP

RHODE
ISLAND



ACN Updates

Updates: Expanding to Serve more Students!

As a result of our success and your partnership, we are able to expand the ACN program beginning in the Spring of 2021 to offer:

- ◆ 26 course providers with over 2000 seats in Spring '21--tripling the number of courses offered!
- ◆ More courses for Middle and High School School Students
- ◆ K-12 Enrichment
- ◆ Opportunities for Elementary students for the first time
- ◆ A new data system to better support students, families, school members and providers



EnrollRI: All Course Network Key Dates: Spring '21

→ **1/5/21-1/11/21:** Pre-Registration Window for New Spring '21 Courses

- ◆ Many students will have already pre-registered for existing Spring Courses via Go Sign Me up
- ◆ Note: Due to some district school schedule shifts announced on 12/15, some students and school members may not be back online until after 1/7, we may have to be flexible with the registration window - TBD pending LEA decisions

→ **1/11/21:** First Spring Courses Begin

- ◆ Credit Courses: Add/Drop is two weeks from the start date of each course
- ◆ Enrichment Courses: Students can enroll up to the start of the course.

New Tools to Support the All Course Network

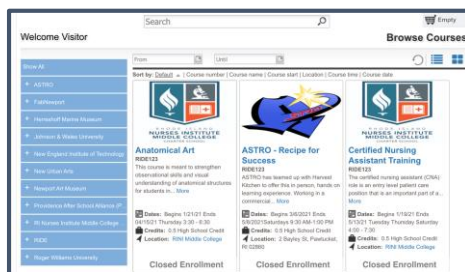
Beginning in January, Families, Schools and Providers will use EnrollRI to for All Course Network Applications



EnrollRI Landing Page

Website with information about all EnrollRI programs & links to tools for families & students

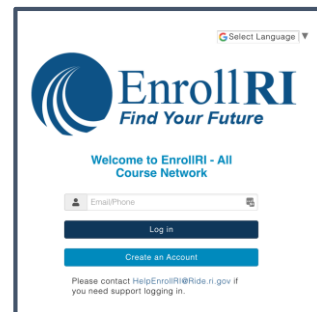
Live on enrollri.org



Course Search: Go Sign Me Up

The site where families can search for which courses are available for Spring 2021

Will be retired in March 2021



Course Pre-Registration: EnrollRI

The tool families use to pre-register for courses & accept/decline course offers going forward

Launching 1/5/21

Transition: What happens in GSMU vs EnrollRI?

→ Go Sign Me Up

- ◆ Students/Families search for Spring '21 Courses
- ◆ Providers Enter Grades for Fall '20 Courses Only
- ◆ Providers Enter Attendance for Fall 2020 Courses Only

→ EnrollRI: Starting 1/5/21

- ◆ Students/Families pre-register for Spring '21 Courses
- ◆ School Members approve Spring '21 pre-registrations
- ◆ Providers & Instructors: View Spring '21 Course Enrollments & Take Spring '21 Attendance

ACN Policy Review

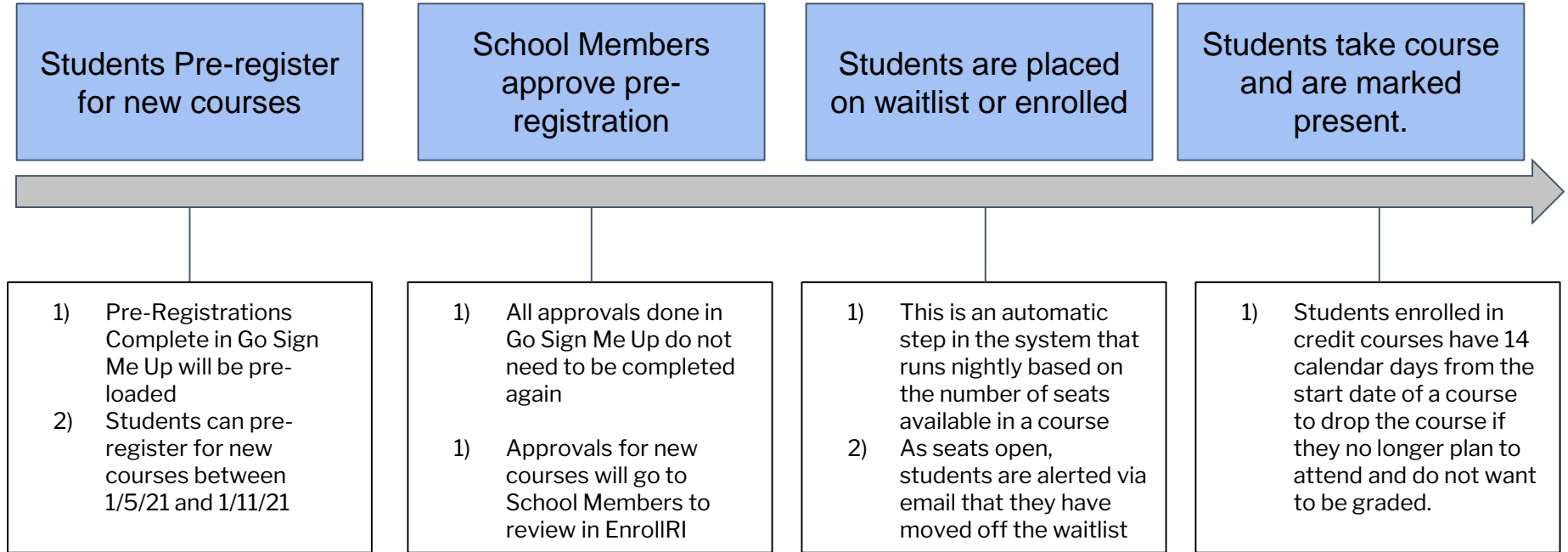
- 1) **Parent/Guardians** pre-register for courses for **K-8th Grade** Students
- 1) **Students** pre-register for their own courses if they are in **9th-12th Grade**.
- 1) All students can be **pre-registered** for as many courses as are available for the grade level however, each student can only **enroll** in the following once approved by school members:
 - Fall: 2 Courses
 - Spring: 2 Courses
 - Summer: 1 Course
 - Year-long Courses count as 1 course for Fall and Spring
- 1) School members have been asked to complete approvals in a timely manner during the pre-registration process.
- 1) Students moving off course waitlists, if they are already enrolled in 2 courses, have **2 days** to respond to offer notifications before the offers expire
- 1) **Providers & Instructors:** Both have the ability to take course attendance. Course attendance must be completed in EnrollIRI by the communicated deadlines in order to receive payment.



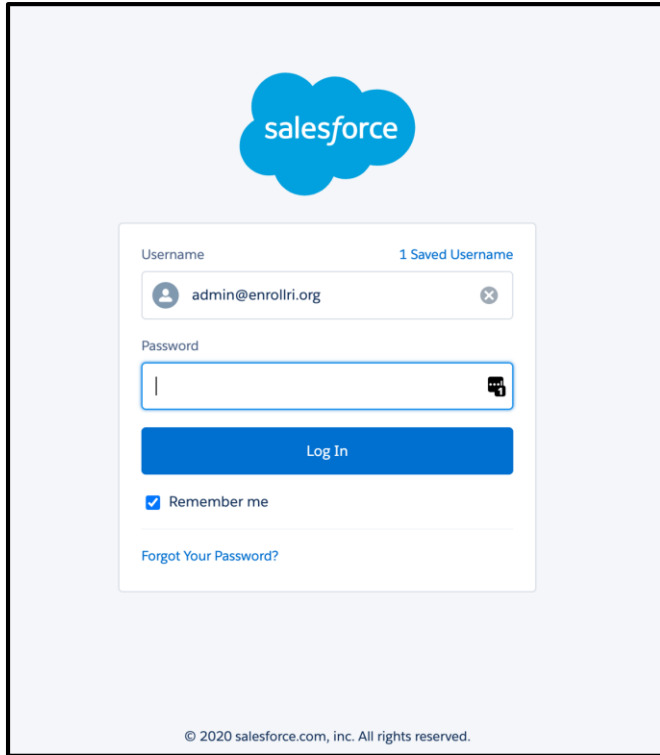
ACN: Provider & Instructors

Spring 2021

EnrollIRI ACN Process: Spring '21



Provider/Instructor Log-in-**Available 1/5/21**



The screenshot shows the Salesforce login interface. At the top is the Salesforce logo. Below it is a login form with the following elements:

- Username:** A text input field containing "admin@enrollri.org". Above the field, it says "1 Saved Username".
- Password:** A text input field with a password icon on the right.
- Log In:** A blue button.
- Remember me:** A checked checkbox.
- Forgot Your Password?:** A link below the checkbox.

At the bottom of the page, it says "© 2020 salesforce.com, inc. All rights reserved."

- 1) URL to Access on 1/5/21:
<https://enrollri.my.salesforce.com>
- 1) Username: Will be emailed to provider points of contact. There will be 2 assigned per provider.
- 1) Password: You will be prompted to create your own.

Provider & Instructor Toolkit

01	Reports & Dashboards	<ul style="list-style-type: none">• Gives providers and instructors important data about course enrollments• “Dashboards” are what users see when logging in
02	Course Rosters	<ul style="list-style-type: none">• Tool providers and instructors will use to see students enrolled by course & information about seat availability
03	Attendance Entry	<ul style="list-style-type: none">• The tool providers and instructors will use to enter attendance for courses during the 2 attendance periods for Spring '21
04	Notifications	<ul style="list-style-type: none">• Providers and Instructors will receive email notifications for important actions

Reports and Dashboards



Dashboard

ACN Provider Dashboard

As of Dec 15, 2020 5:47 PM-Viewing as ACN Provider Admin Test

Open

Refresh

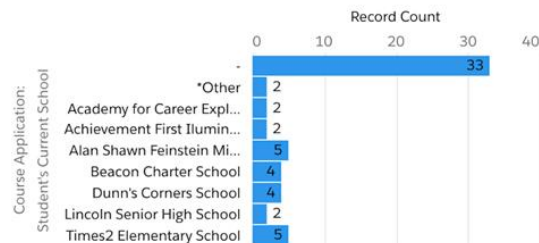
ACN Course Enrollment Breakdown

Course Section ↑	Sum of Seats Availabl...	Sum of Student...	Sum of Students ...	Reco...
10th and 11th Grade Sure Track to College	20	0	0	1
12th Grade Sure Track to College	10	0	0	1
9th Grade Sure Track to College	10	0	0	1
Accounting Project	30	0	0	1
Advanced Ballet	8	0	0	1
Anatomical Art	20	0	0	1
Animal Related Careers with Roger Willia...	20	0	0	1

[View Report \(All ACN Course Enrollment Summary\)](#)

Pending ACN Applications

Excludes Private & Homeschool Students



Grouped by Student Current School

[View Report \(All ACN Applications- Public Pending\)](#)

Application Choices by Submitted Date



[View Report \(All App Course Choices\)](#)

Helpful Resources

To be completed by RIDE

- [EnrollIRI Training Folder](#)
- [ACN Launch Week Tracker with Acumen](#)
- [Submit A Case to Acumen](#)
- [EnrollIRI Website](#)
- [EnrollIRI ACN Application](#)
- [EnrollIRI AMS Application](#)
- [EnrollIRI FIT](#)
- [EnrollIRI Logos](#)
- [EnrollIRI Collateral](#)

Key Dates

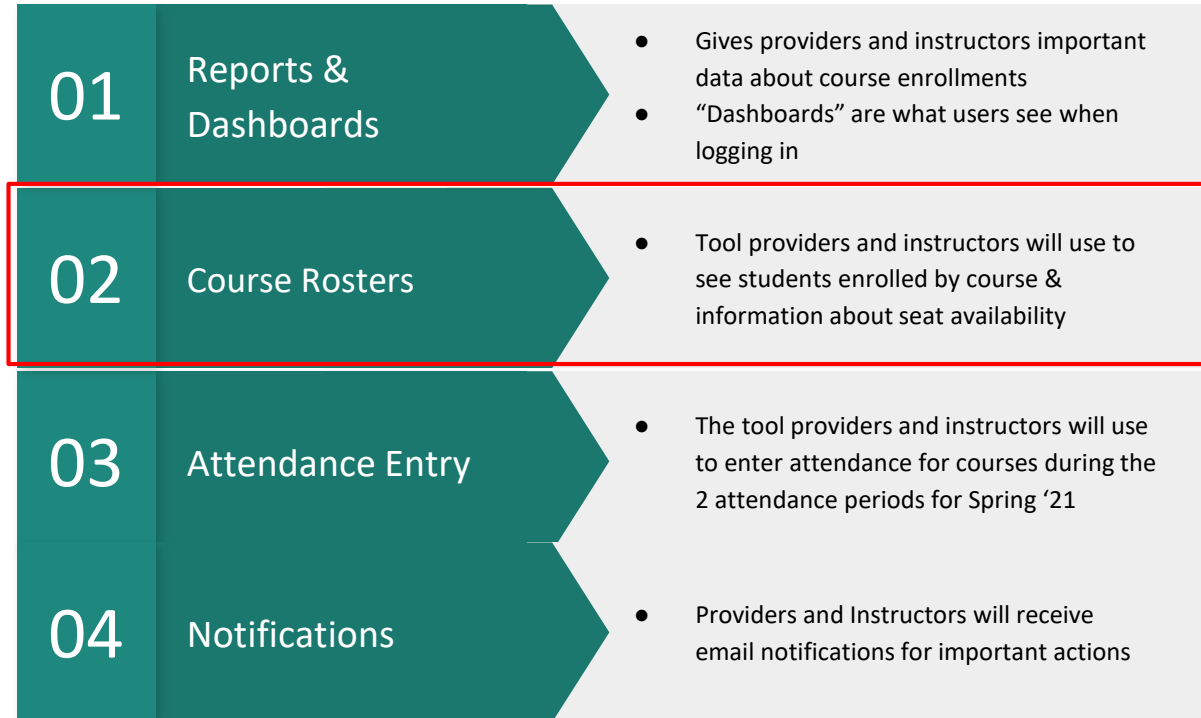
- 1/5/21-Pre-Registration Window for New Spring '21 Courses Opens
- 1/11/21: Pre-Registration Window for New Spring '21 Courses Closes
- 1/11/21: First Spring Courses Begin

Recent Records

- [ACN Admin Dashboard](#)
- [ACN School User Dashboard](#)
- [ACN Provider Dashboard](#)
- [ACN:Charette Charter High School](#)
- [Cases by Origin and Open Status](#)


[View All](#)

Provider & Instructor Toolkit



Course Rosters

- 1) Select the **Course Rosters tab** to access a list of students by enrollment status

 ACN **Course Rosters** Attendance Entry

Course Rosters

Please select the semester, followed by the course and status you would like to filter results by.

Semester: Course: Status:

Filter

Course Name: Cultural Awareness in a Global Society **School Name:** Roger Williams University **Contact Name:** Nichole Lopez

Max Enrollment: 18 **Seats Available To Offer:** 11 **Students Offered:** 2 **Students Enrolled:** 5 **Students Waitlisted:** 0

Student Name	Grade	Current School	Date of Birth	Contact Number	Email	Status	Enrolled Date
Paul Simon	6	International Charter School	11/1/2008	(215) 939-3847	jphillips+jjoplin@acumensolutions.com	Enrolled	12/14/2020
Serena Wills	10	Beacon Charter School	12/10/2003	(703) 515-1515	lhardman+swills@acumensolutions.com	Enrolled	12/10/2020
Beth Harmon	12	Beacon Charter School	7/24/2008	(703) 999-1928	lhardman+bharmon@acumensolutions.com	Enrolled	12/14/2020
Bob Dylan	6	Beacon Charter School	11/1/2009	(215) 939-3847	jphillips+jjoplin@acumensolutions.com	Enrolled	12/14/2020
Savannah Guthrie	11	Lincoln Senior High School	12/23/2004	(401) 871-1212	jenclarkpiccolo+savannah@gmail.com	Enrolled	12/10/2020

Course Rosters

- 1) Filter Rosters by Semester, Course and Status
- 2) Students **Pending Approval** are waiting for a school member to approve the pre-registration

Course Rosters

Please select the semester, followed by the course and status you would like to filter results by.

Semester:	Course:	Status:
<input type="text" value="Spring"/>	<input type="text" value="Cultural Awareness in a Global Society"/>	<input type="text" value="Enrolled"/>

Filter

Semester

- None
- All
- Summer
- Fall
- ✓ Spring
- Year-Long

Status

- ✓ Enrolled
- Waitlisted
- Seat Offered
- Pending Approval

Course Rosters

- 1) The course information at the top of the page will provide an overview of the number of seats by status.
 - a) In this example, the course is full and there are 5 students enrolled, 2 Students with enrollment offers that are waiting to be accepted or declined, and 11 open seats

Please select the semester, followed by the course and status you would like to filter results by.

Semester:

Spring



Course:

Cultural Awareness in a Global Society



Status:

Enrolled



Filter

Course Name: Cultural Awareness in a Global Society

School Name: Roger Williams University

Contact Name: Nichole Lopez

Max Enrollment: 18

Seats Available To Offer: 11

Students Offered: 2

Students Enrolled: 5

Students Waitlisted: 0

Course Rosters

- 1) The student roster table will provide summary information about students
- 2) The “email” field will reflect the email entered by either students (9th-12th) or parent/guardians (K-8)
- 3) Students who already pre-registered in for the Spring of ‘21 in Go Sign Me Up will appear here

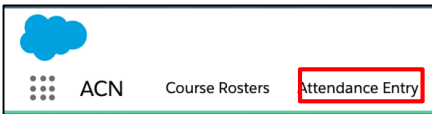
Course Name: Cultural Awareness in a Global Society			School Name: Roger Williams University			Contact Name: Nichole Lopez	
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✦ Student Name	✦ Grade	✦ Current School	✦ Date of Birth	Contact Number	Email	✦ Status	✦ Enrolled Dat
Paul Simon	6	International Charter School	11/1/2008	(215) 939-3847	jphillips+jjoplin@acumensolutions.com	Enrolled	12/14/2020
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Provider & Instructor Toolkit

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03	Attendance Entry	<ul style="list-style-type: none">• The tool providers and instructors will use to enter attendance for courses during the 2 attendance periods for Spring '21
04	Notifications	<ul style="list-style-type: none">• Providers and Instructors will receive email notifications for important actions

Attendance Entry

- 1) Select the **Attendance Entry** tab at the top of your screen to access the tool
- 2) Select the **semester** attendance is being entered in, the **course name** and **filter** to display the student list



Attendance Entry

Instructions: Select a semester followed by the course in order to see it's attendance information. You can edit multiple students at the same time. Make sure to press "Save" when you have made your desired changes. Navigating from this page before pressing "Save" will result in your changes not saving.

Semester:

Spring



Course:

10th and 11th Grade Sure Track to College



Filter

Course Name:

School Name:

Contact Name:

Max Enrollment:

Seats Available To Offer:

Students Offered:

Students Enrolled:

Students Waitlisted:



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Department
of Education

All system text is draft and is subject to change

**RHODE
ISLAND**

Attendance Entry: “Semester” Field Notes

→ Select the semester that you want to take attendance for

- ◆ **Spring Courses** -> Select Spring
- ◆ **Fall Courses**-> Select Fall
- ◆ **Year Long Courses**-> Select **Spring or Fall** depending on which semester you are taking attendance in for within the year long course
- ◆ **Summer Courses**-> Select Summer

Attendance Entry: Course Information

Filter

Course Name: ASTRO - Lead Awareness

School Name: ASTRO

Contact Name: Michael Grandchamp

Max Enrollment: 10

Seats Available To Offer: 0

Students Offered: 0

Students Enrolled 10

Students Waitlisted 2

- 1) The course information at the top of the page will provide an overview of the number of seats by status.
 - a) In this example, the course is full and there are 2 students on the waitlist

Attendance Entry: Course Hours

- 1) Enter the number of course hours that were offered in the relevant attendance period for the overall course
 - a) Example: If a course met 10 times for 2 hours each meeting time between March 1, 2021 and April 1, 2021, 20 course hours are entered for Attendance Period 1.

Attendance Period 1: **March 1, 2021 - April 1, 2021**

Number of Course Hours during Attendance Period 1:

Attendance Period 2: **April 2, 2021 - May 30, 2021**

Number of Course Hours during Attendance Period 2:

Student	Date of Birth	Entry Date	Exit Date	Attendance Period 1	Attendance Period 2
William Ralston		10/16/2020		<input type="text"/>	<input type="text"/>
Xionna Christal	2/5/2009	10/16/2020		<input type="text"/>	<input type="text"/>
Eugenie Belony	7/26/2004	5/13/2020		<input type="text"/>	<input type="text"/>
Krista Delauriers	10/19/2009	10/16/2020		<input type="text"/>	<input type="text"/>
Dennis Hiraldo	5/2/2008	9/29/2020		<input type="text"/>	<input type="text"/>
Jose Dela Rosa	9/13/2002	10/13/2020		<input type="text"/>	<input type="text"/>
Danny Rodriguez	4/11/2009	10/16/2020		<input type="text"/>	<input type="text"/>

Attendance Entry: Course Hours

- 1) Providers & Instructors have 5 days from the end date of an attendance period to enter course hours for each student
- 2) After the attendance window is closed, the data entry fields will be locked

Attendance Period 1: **March 1, 2021 - April 1, 2021**

Number of Course Hours during Attendance Period 1:

Attendance Period 2: **April 2, 2021 - May 30, 2021**

Number of Course Hours during Attendance Period 2:

↕ Student	↕ Date of Birth	↕ Entry Date	↕ Exit Date	↕ Attendance Period 1	↕ Attendance Period 2
William		10/16/2020			
Xionna	2/5/2009	10/16/2020			
Eugenie	7/26/2004	5/13/2020			
Krista De	10/19/2009	10/16/2020			
Dennis	5/2/2008	9/29/2020			
Jose De	9/13/2002	10/13/2020			
Danny R	4/11/2009	10/16/2020			

Attendance Periods and Where to Enter

Semester	Attendance Period	Entry Deadline	Where to enter
Fall 2020	2: October 15 - Dec 15	December 15	Go Sign Me Up
Spring 2021	1: January - March 15	March 20	EnrollIRI
	2: March 16 - May 15	May 20	EnrollIRI

Provider & Instructor Toolkit

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04	Notifications	<ul style="list-style-type: none">• Providers and Instructors will receive email notifications for important actions

Provider & Instructor Notifications

Providers and Instructors will receive notifications for the following

#	Notification Type	Why is this important?
1	Course Enrolled	Notifies provider and instructors if a student enrolls in a course.
2	Course Dropped	Notifies providers and instructors if a student drops a course.
3	Course Withdrawn	Notifies providers and instructors if a student drops a withdraws from a course.

Provider/Instructor Q&A



Recap: All Course Network Key Dates: Spring '21

→ 1/5/21-1/11/21: Pre-Registration Window for New Spring '21 Courses

- ◆ Many students will have already pre-registered for existing Spring Courses via Go Sign Me up
- ◆ Note: Due to some district school schedule shifts announced on 12/15, some students and school members may not be back online until after 1/7

→ 1/11/21: First Spring Courses Begin

- ◆ Credit Courses: Add/Drop windows are two weeks from the start date of each course

- ◆ Enrichment Courses: Students can enroll up to the start of the course.

EnrollRI: Coming in Spring '21



→ Later this Spring we will review:

- ◆ The EnrollRI ACN processes for the 2021-2022 School Year
- ◆ Grade Entry in Enroll RI for Spring '21 Courses and End of Course Grades for Year-Long Courses
- ◆ Making custom reports and dashboards



THANK YOU!



Appendix

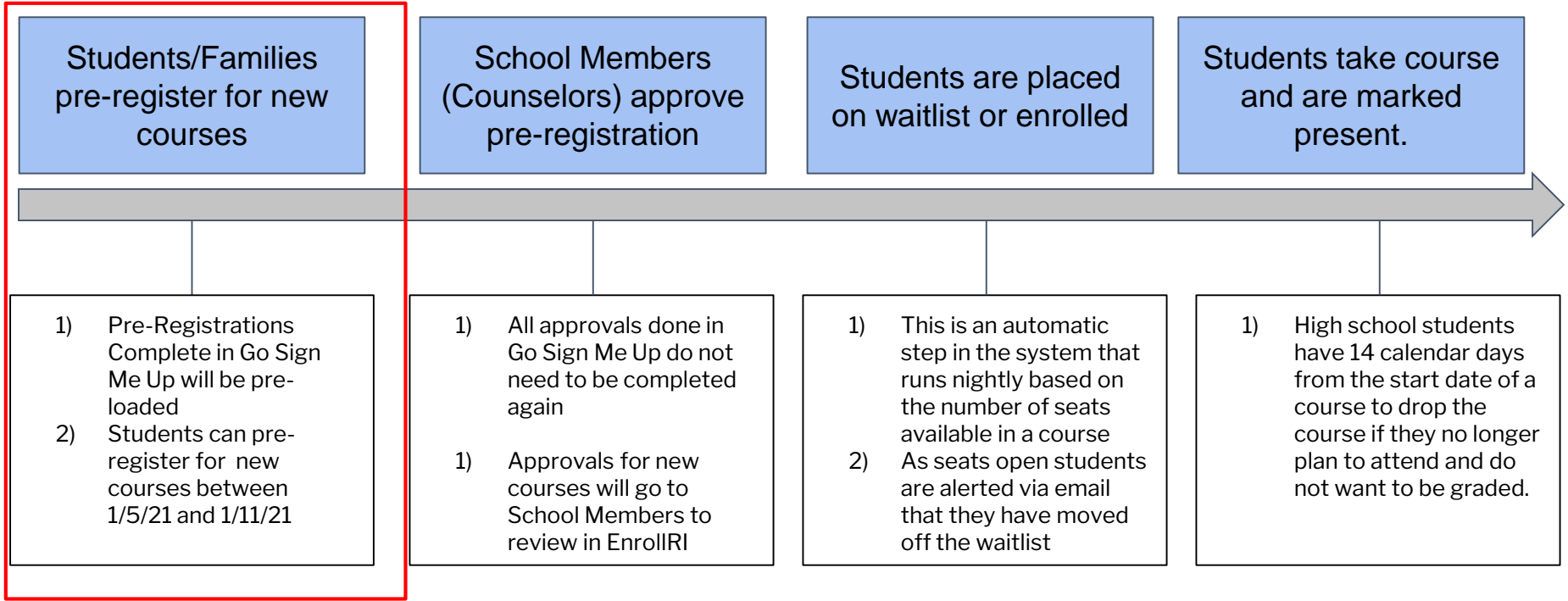
Student/Family Perspective



ACN: Student Perspective

9th-12th Grade Students

EnrollIRI ACN Process: Spring '21



Account Creation: 9th-12th Grade Students

Select Language ▼



EnrollRI

Find Your Future

Welcome to EnrollRI - All Course Network


 Email/Phone 

Log in

Create an Account

Please contact HelpEnrollRI@Ride.ri.gov if you need support logging in.


Select Language ▼



EnrollRI

Find Your Future


Welcome to EnrollRI - All Course Network

 Email/Phone

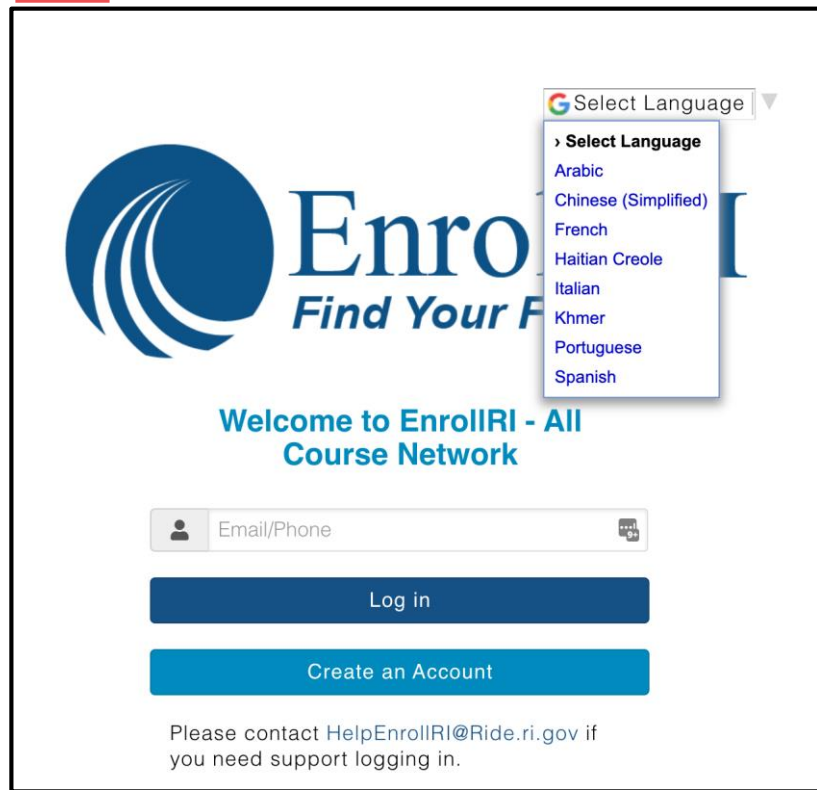
Log in

Create an Account

Please contact HelpEnrollRI@Ride.ri.gov if you need support logging in.

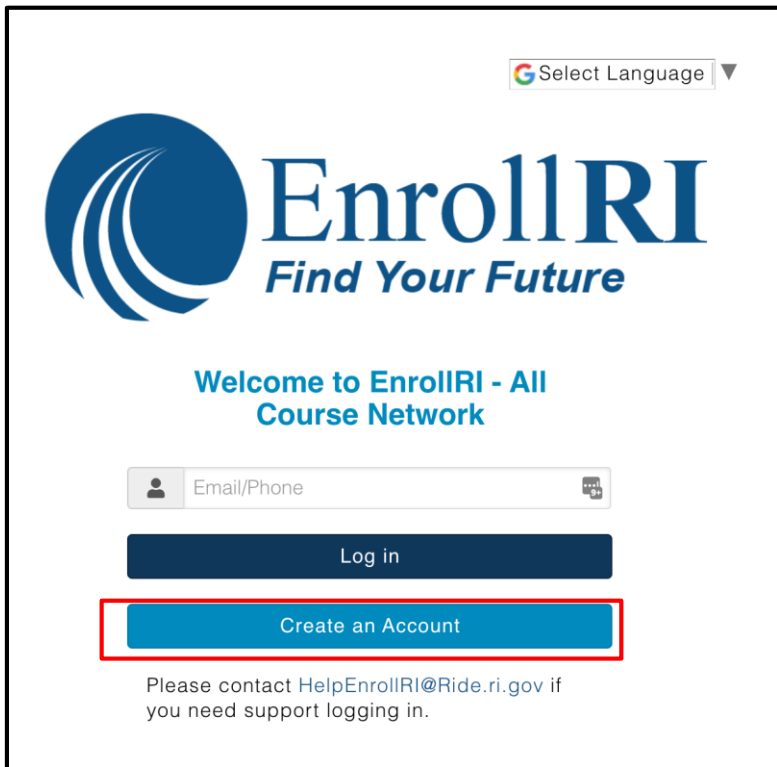


Translations



- 1) All EnrollRI Tools are translated into select languages via Google translate
- 1) Users can select the preferred translated language on the top right of any page in the EnrollRI tool

Account Creation: 9th-12th Grade Students



The screenshot shows the EnrollRI website interface. At the top right, there is a 'Select Language' dropdown menu. The main header features the EnrollRI logo, which consists of a blue circle with three white curved lines, followed by the text 'EnrollRI' in a large blue serif font and 'Find Your Future' in a smaller blue italicized sans-serif font. Below the header, the text 'Welcome to EnrollRI - All Course Network' is displayed in blue. There is a login section with a text input field labeled 'Email/Phone' and a small icon of a person. Below the input field is a dark blue 'Log in' button. Below the 'Log in' button is a light blue 'Create an Account' button, which is highlighted with a red rectangular border. At the bottom of the page, there is a line of text: 'Please contact HelpEnrollRI@Ride.ri.gov if you need support logging in.'

- 1) All 9th-12th Students can create new accounts with an email/phone number of their choosing
- 1) Users with existing accounts in Go Sign Me Up will have to create a new account. They will receive an email in advance about user credentials.

Account Creation: Students

RIDE Rhode Island Department of Education

Select Language ▼

Error:
You must be a current 9th, 10th, 11th, or 12th grade student to create an account. If you are currently in a younger grade, please have your parent add you as a student to their account.

Create a New Account

Create an ACN account by providing your first name, last name, personal email address and mobile phone number. Then select the method by which you will receive a verification code to complete the account creation process. To log into your account in the future you will receive a confirmation code using the same method you select here.

First Name
Dominique

Last Name
Amis

Mobile Number
(619) 884-5109

Email
dominiqueamis@gmail.com

Verification Method
Phone ▼

I am a Student or Parent/Guardian
Student ▼

Current Grade
8 ▼

☒ I'm not a robot

reCAPTCHA Privacy - Terms

Cancel Next

- 1) Students must be in 9th-12th grade to create an account
- 2) Students without a mobile number should use a personal email address to sign up rather than a school provided email in order to avoid school filtering of the EnrollRI system emails
- 3) If a student does not have access to a phone that can receive SMS messages, they must select “Email” as verification method.
- 4) All users will be required to confirm they “are not robots” before creating accounts

Account Creation: 9th-12th Grade Students



The screenshot shows the EnrollRI login and account creation interface. At the top right, there is a 'Select Language' dropdown menu. The EnrollRI logo, featuring a blue circle with white swooshes, is on the left, followed by the text 'EnrollRI' in a large blue serif font and 'Find Your Future' in a smaller blue italicized sans-serif font. Below the logo, the text 'Welcome to EnrollRI - All Course Network' is displayed in blue. There are two input fields: the first is labeled 'Email/Phone' with a person icon on the left and a mobile phone icon on the right; the second is a dark blue button labeled 'Log in'. Below the 'Log in' button is a light blue button labeled 'Create an Account'. At the bottom, there is a line of text: 'Please contact HelpEnrollRI@Ride.ri.gov if you need support logging in.'

- 1) An email or mobile number is used instead of a username
- 1) Users will receive a one-time verification code to log in.

Logging In



Welcome to EnrollRI - All Course Network


A verification code has been sent to your Email. Please enter the code to log in. If you no longer have access to the verification method, please contact HelpEnrollRI@Ride.ri.gov

Verification Code

[Resend Verification Code](#)

- 1) After creating an account for the first time, each time users return to the tool, they log-in with a verification code
- 1) This passwordless method of logging, makes it easier for users to gain access without remembering their passwords.

My Information

 **RIDE** Rhode Island Department of Education

HOMEMY INFORMATIONLOGOUT

Select Language ▼

Student Information

Please fill out the information below.

Biographical Information

Student First Name Dominique	Student Middle Name 	Student Last Name Test Student 1
Race Multiracial ▼	Ethnicity Non-Hispanic ▼	Gender Other ▼
Primary Contact Number (619) 884-5109	Email dominiqueamis@gmail.	Date of Birth 12/2/2002

Address Information

Is Experiencing Homelessness
☐

Address 1234 N MAIN ST	Apt # 	State RI ▼
City PROVIDENCE	Zip Code 02904	

- 1) Fields with red lines are required to proceed to the next page
- 1) If “is experiencing homelessness” is checked, the address information is no longer required
- 1) Addresses must be in Rhode Island in order for users to proceed with the application
- 1) Race & Ethnicity information is required for purposes of reporting funding this information is not visible to providers

My Information: Continued

Education Information

Current School

Current Grade

9

Student Id (if known)

Student has a 504 plan

Yes

Student has an IEP

Yes

Student requires multilingual support

Yes

Parent/Guardian Information

Guardian First Name

Guardian Last Name

Guardian Phone

Guardian Alternate Phone

Guardian Email

Relationship to Student

Mother

Cancel

Save

1) All RI Public and Public charter schools are available in the search for Current School

1) The following options are also available for “Current School”

- *Home School
- *Not in School
- *Other
- *Private School

1) Information about students requiring support services is not visible to providers prior to students being enrolled in courses

My Information: Address Verification

We've made some changes to your address.

The address entered was slightly altered to match what USPS has in their databases. Bypassing this validation may result in missing information like schools' distances from your home and may impact your eligibility to apply.

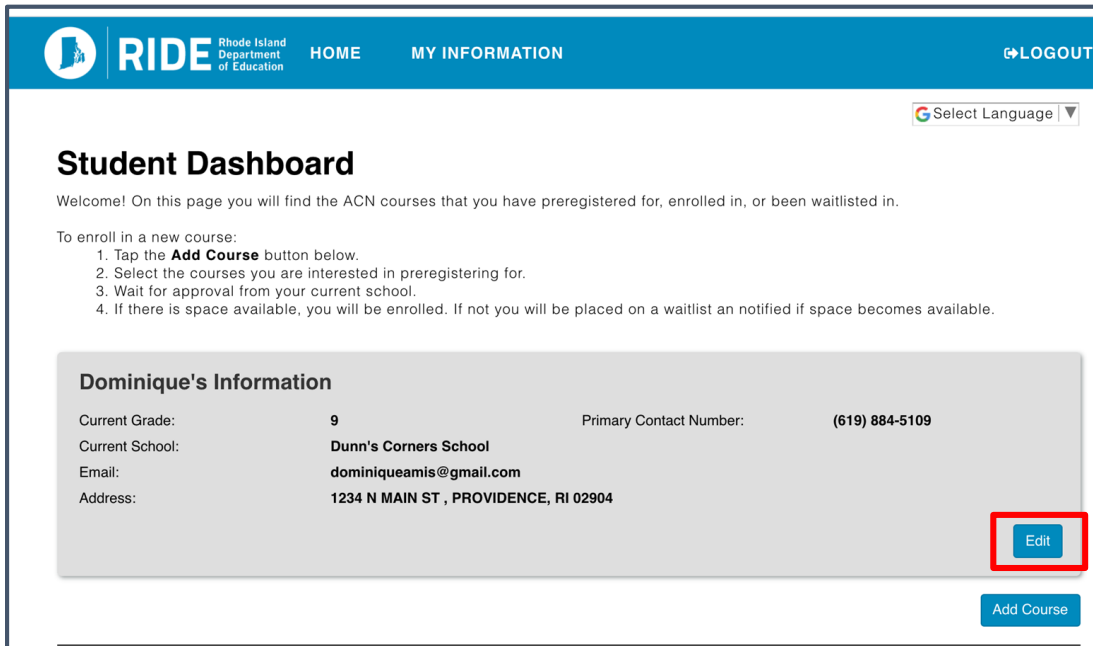
Original Address	Corrected Address
1234 MAIN	1234 N MAIN ST
PROVIDENCE	PROVIDENCE
RI	RI
02904	02904

No, keep the original address

Yes, accept the alterations

- 1) Addresses are run against the US Postal Service (USPS) database for validation
- 1) Users can accept the USPS alterations or decline and still proceed to the next page
- 1) In some cases, particularly with new housing developments, the USPS may not have the most up to date information

Student Dashboard



The screenshot shows the Student Dashboard for the Rhode Island Department of Education (RIDE). The header is blue with the RIDE logo, navigation links for HOME and MY INFORMATION, and a LOGOUT button. A language selection dropdown is in the top right. The main content area is titled 'Student Dashboard' and includes a welcome message and instructions for enrolling in a new course. Below this is a section for 'Dominique's Information' with fields for Current Grade, Current School, Email, and Address. An 'Edit' button is highlighted with a red box, and an 'Add Course' button is at the bottom right.

Student Dashboard

Welcome! On this page you will find the ACN courses that you have preregistered for, enrolled in, or been waitlisted in.

To enroll in a new course:

1. Tap the **Add Course** button below.
2. Select the courses you are interested in preregistering for.
3. Wait for approval from your current school.
4. If there is space available, you will be enrolled. If not you will be placed on a waitlist and notified if space becomes available.

Dominique's Information

Current Grade:	9	Primary Contact Number:	(619) 884-5109
Current School:	Dunn's Corners School		
Email:	dominiqueamis@gmail.com		
Address:	1234 N MAIN ST , PROVIDENCE, RI 02904		

[Edit](#)

[Add Course](#)

- 1) Student information can be edited at anytime from the Student Dashboard
- 1) In January 2021 many students will log-in and see courses for which they are already enrolled

Student Dashboard: Enrolled Courses

Enrolled Courses

Storytelling, Leadership, and Change with Youth in Action

Semester: Year-Long
Provider: Providence After School Alliance (PASA)
Start Date: 09/25/2020
Enrollment Status: Enrolled

Withdraw

Intro to Music Production: Hip Hop, Pop, Dance and Beyond

Semester: Spring
Provider: New Urban Arts
Start Date: 02/02/2021
Enrollment Status: Enrolled

Foundations of Drawing

Semester: Spring
Provider: Newport Art Museum
Start Date: 01/25/2021
Enrollment Status: Dropped

- 1) From the Student Dashboard, users can drop from courses during the add/drop period
- 1) If the “drop” button is no longer available, the add/drop period for that course has ended.
- 1) This section will also display courses that students has previously dropped.
- 1) If a student wishes to drop after the add/drop period, the button will say “Withdraw.”

Waitlisted Courses for Spring 2021

Enrolled Courses

Cultural Awareness in a Global Society

Semester: **Spring**
Provider: **Roger Williams University**
Start Date: **01/27/2021**
Enrollment Status: **Enrolled**

Drop

Waitlisted Courses

Natural Disasters

Semester: **Spring**
Provider: **Roger Williams University**
Start Date: **01/27/2021**
Current Waitlist Position: **4**
Offer Status: **Waitlisted**

Remove

Classrooms as Communities

Semester: **Spring**
Provider: **Roger Williams University**
Start Date: **01/27/2021**
Current Waitlist Position: **2**
Offer Status: **Waitlisted**

Remove

- 1) Students may be placed on a waitlist based on course capacity
- 1) Some students may already be on a waitlist when the log-in, in January based on pre-registrations submitted via Go Sign Me Up

Pending Offers for Spring 2021

Enrolled Courses

Storytelling, Leadership, and Change with Youth in Action

Semester: **Year-Long**
Provider: **Providence After School Alliance (PASA)**
Start Date: **09/25/2020**
Enrollment Status: **Enrolled**

Withdraw

Foundations of Drawing

Semester: **Spring**
Provider: **Newport Art Museum**
Start Date: **01/24/2021**
Enrollment Status: **Enrolled**

Drop

Action Required

Cultural Awareness in a Global Society

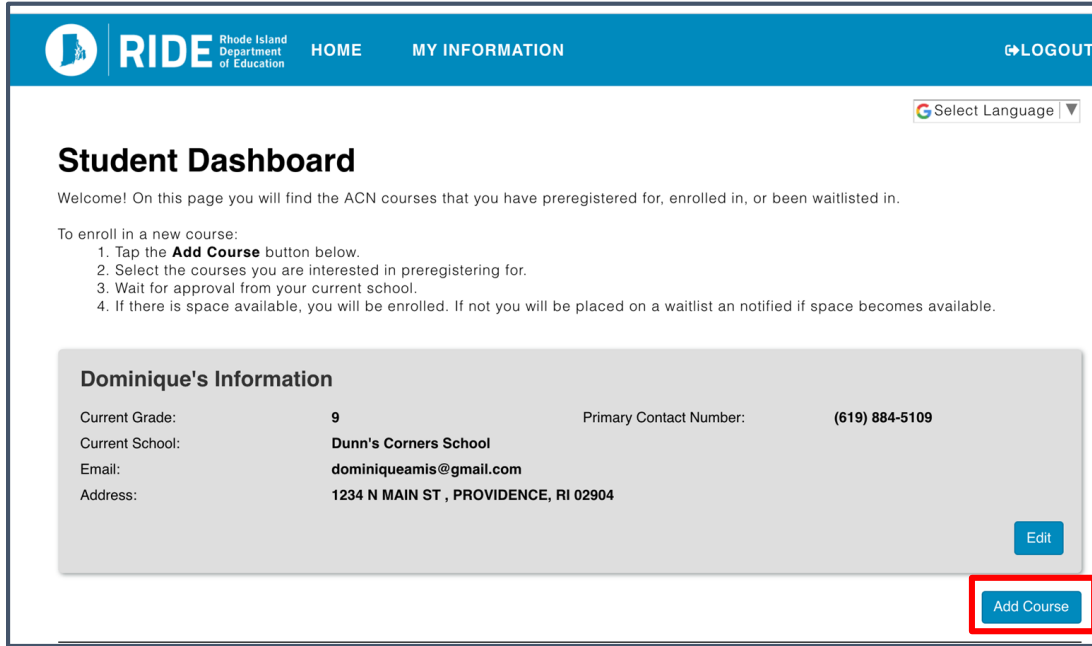
Semester: **Spring**
Provider: **Roger Williams University**
Start Date: **01/27/2021**
Offer Status: **Offer Extended**

Decline

Accept

- 1) If there is room available in a course for a student, but they are already enrolled in the maximum number of courses, then they must actively accept or decline the offer.
- 1) In order to accept an offer, the student must first drop/withdraw from an existing course.
- 1) If a student does not take action within 2 days, the offer will expire.

Student Dashboard: Adding a Course



The screenshot shows the Student Dashboard for the Rhode Island Department of Education (RIDE). The header includes the RIDE logo, navigation links for HOME and MY INFORMATION, and a LOGOUT button. A language selection dropdown is visible. The main heading is "Student Dashboard", followed by a welcome message and instructions on how to enroll in a new course. Below this is a section titled "Dominique's Information" containing personal details like current grade, school, email, and address. An "Edit" button is located at the bottom right of this section. At the bottom of the dashboard, the "Add Course" button is highlighted with a red rectangular box.

Student Dashboard

Welcome! On this page you will find the ACN courses that you have preregistered for, enrolled in, or been waitlisted in.

To enroll in a new course:

1. Tap the **Add Course** button below.
2. Select the courses you are interested in preregistering for.
3. Wait for approval from your current school.
4. If there is space available, you will be enrolled. If not you will be placed on a waitlist and notified if space becomes available.

Dominique's Information

Current Grade:	9	Primary Contact Number:	(619) 884-5109
Current School:	Dunn's Corners School		
Email:	dominiqueamis@gmail.com		
Address:	1234 N MAIN ST , PROVIDENCE, RI 02904		

Edit

Add Course

- 1) Students can select the “Add Course” button from the Student Dashboard to pre-register for new courses

Course Selection

Select Courses for Spring 2021

On this page, you will select the courses that you are interested in registering for.

Dominique's Courses

- Below are all the courses you may apply to.
- Using the list below, please select at least one course you would like to register for.
- If you select courses that are full, you will be placed on a waitlist.
- Note, that if a course has seats available, it is possible that the course may be fully enrolled by the time you receive approval. In this event, you will be placed on a waitlist.

Selected Courses

- ASTRO - Recipe for Success
- Foundations of Drawing
- Rhode Coders 2.0: JavaScript with Providence Public Library

Search for Course

Select	Course Name	Info	Provider	Modality	Status
<input checked="" type="checkbox"/>	ASTRO - Recipe for Success	i	ASTRO	In-person	Available
<input checked="" type="checkbox"/>	Foundations of Drawing	i	Newport Art Museum	In-person	Available
<input checked="" type="checkbox"/>	Rhode Coders 2.0: JavaScript with Providence Public Library	i	Providence After School Alliance (PASA)	Hybrid	Available
<input type="checkbox"/>	Inspired by Animals: Biomimicry with Roger Williams Park Zoo	i	Providence After School Alliance (PASA)	In-person	Available
<input type="checkbox"/>	Law in Contemporary Studies	i	Roger Williams University	Online	Available
<input type="checkbox"/>	Introductions to Physical &	i	Roger Williams University	Online	Available

[Back](#)[Cancel](#)[Next](#)

1) Available courses appear on the selection page based on the “current grade” for the student entered in “my information.”

1) There is no limit to the number of courses that students can pre-register for, however, they can only be enrolled in 2 courses at a time in the spring of 2021

1) Courses that do not have seats available will appear as “Full” in the status column. They can be selected for students to be added to the waitlist

Course Info







Select Courses for Spring 20

On this page, you will select the courses that you are interested in.

Dominique's Courses

- Below are all the courses you may apply to.
- Using the list below, please select at least one course you would like to register for.
- If you select courses that are full, you will be placed on a waitlist.
- Note, that if a course has seats available, it is possible the course may be fully enrolled by the time you receive approval. In this event, you will be placed on a waitlist.

Search for Course

Select	Course Name	Info	Provider	Modality	Status
<input checked="" type="checkbox"/>	ASTRO - Recipe for Success		ASTRO	In-person	Available
<input checked="" type="checkbox"/>	Foundations of Drawing		Newport Art Museum	In-person	Available
<input checked="" type="checkbox"/>	Rhode Coders 2.0: JavaScript with Providence Public Library		Providence After School Alliance (PASA)	Hybrid	Available
<input type="checkbox"/>	Inspired by Animals: Biomimicry with Roger Williams Park Zoo		Providence After School Alliance (PASA)	In-person	Available
<input type="checkbox"/>	Law in Contemporary Studies		Roger Williams University	Online	Available
<input type="checkbox"/>	Introductions to Physical &		Roger Williams University	Online	Available

BackCancelNext



Anatomical Art

Website

Provider

ACN: RI Nurses Institute Middle College (RINIMC)

Address

150 Washington Street
Providence, RI 02903

Contact Information

Colleen Hitchings
chitchings@rinimc.org

Start Date

01/19/2021

End Date

04/15/2021

Course Meeting Times

Begins 1/21/21 Ends 04/15/21 |Thursday 3:30 - 6:30

Prerequisite Description

At least 16 years of age

Modality

In-person

Status

Available

Course Type

Work-Based Learning

Credit Type

0.5 HS Credit

1) The “info” icon details on each course when selected

Prerequisites

Select Language ▼

Course Prerequisites

Some of the courses you have selected have prerequisites, conditions that you must meet in order to be eligible to pre-register for the course. For each course below, please confirm that you have met the stated prerequisites.

ASTRO - Recipe for Success

Course Prerequisites:

Must be at least 16 years of age at the start of the class. Ability to stand for long periods of time +3hrs & lift 25lbs. Appropriate dress code required-no sleeveless shirts, no open toed shoes, no jewelry, no fingernail polish. Must have sneakers or non skid shoes. Can wear a hat or hair restraint otherwise hair nets are provided.

I confirm that I meet all of the stated prerequisites.

Yes ▼

Classrooms as Communities

Course Prerequisites:

This is a hybrid course, meaning students may attend in person at our campus. Students may also attend classes remotely. If they attend remotely, then they will need a computer with a microphone and video capability.

I confirm that I meet all of the stated prerequisites.

✓ Select
Yes
No

Back Cancel Next

- 1) Students must confirm that they've met the prerequisites for relevant courses

Course Pre-Registration Summary

Application Summary for Dominique

[Print](#)

Student Information

Course Application ID	CA-00000016
Student Name	Dominique Test Student 1
Student ID (LASID)	
Student Date of Birth	12/2/2002
Student Mobile Phone Number	(619) 884-5109
Email	dominiqueamis@gmail.com
Street#/ Street Name	1234 N MAIN ST
Apartment #	
City	PROVIDENCE
State	RI
Zip Code	02904
I Am Experiencing Homelessness	No
Student's Current Grade	9
Student's Current School	Dunn's Corners School

Courses

Course Name	Provider	Contact Email	Start Date
ASTRO - Recipe for Success	ASTRO	astrocurricular@gmail.com	03/06/2021
Foundations of Drawing	Newport Art Museum	ndiedrich@newportartmuseum.org	01/25/2021
Rhode Coders 2.0: JavaScript with Providence Public Library	Providence After School Alliance (PASA)	hexel@mypasa.org	01/26/2021

- 1) All information entered on the pre-registration form displays on a summary
- 2) This page can be printed. Once the terms and conditions are accepted, a copy of this information is also sent to the email address reflected on the summary.

Course Pre-Registration Summary

Terms And Conditions

By electronically initialing below, I confirm the following:

- I affirm that all of the information contained in this application is accurate and true to the best of my knowledge.
- I consent to having the personally identifiable information contained on this application about me, my family, and/or my child disclosed to the schools I listed as part of the application process.
- I give ACN and school administrators for those schools listed on my application permission to contact me about matters related to my child's application.
- I give ACN permission to contact me to learn more about my experience with this process.
- If my contact information changes, I understand that I need to contact the applicable schools to update it.
- I understand that I could be awarded a seat to any school listed on my application and am therefore only listing schools that I would want my child to attend.
- I understand that it is my responsibility to add all of my children to my account if I want to receive Sibling Priority. I understand if my child is found to not be siblings with the students on my Family Profile, my child could lose their placement.

☒ Accept Terms and Conditions

I agree that my child(ren)'s school records may be used for studies on the effectiveness of public schools. If the studies are publicized, only group data, not student level data, will be reported. Sensitive information will remain confidential under state and federal law.

☐ Accept Optional Condition

Initial:

DRA

- 1) The first set of terms and conditions are required to submit
- 1) The optional term is not required to submit

Email: Pre-Registration Confirmation

Sandbox: Subject: Thank you for submitting an ACN application

Inbox

NoReplyEnrollRI@Ride.ri.govnoreplyenrollri@ride.ri.gov via 9f7fe693qvq9.11-2xkieay.cs18.bnc.sandbox.salesforce.com8:20 AM (6 minutes ago)

to me

Hello,

Thank you for submitting your ACN application! You will find a summary of Dominique Test Student 1's application at the bottom of this email. Please keep this email for your records. You will receive a separate email with official updates.

Thank you,

ACN Team

Summary of Dominique Test Student 1's Application

Applicant Information

Name: Dominique Test Student 1

Date of Birth: 12/02/2002

Application ID: CA-00000016

Grade: 9

Current School: Dunn's Corners School

Enrollment applications have been submitted to the following courses:

Courses

ASTRO - Recipe for Success

Foundations of Drawing

Rhode Coders 2.0: JavaScript with Providence Public Library

Classrooms as Communities

Student Dashboard: Pre-Registered Courses

Preregistered Courses

ASTRO - Recipe for Success

Semester: **Spring**
Provider: **ASTRO**
Start Date: **03/06/2021**
Offer Status: **Pending Approval**

Remove

Rhode Coders 2.0: JavaScript with Providence Public Library

Semester: **Spring**
Provider: **Providence After School Alliance (PASA)**
Start Date: **01/26/2021**
Offer Status: **Pending Approval**

Remove

Classrooms as Communities

Semester: **Spring**
Provider: **Roger Williams University**
Start Date: **01/27/2021**
Offer Status: **Pending Approval**

Remove

- 1) Once students pre-register for a course, all courses that are pending school member approval will appear on the student dashboard as “Pending Approval”
- 2) Students/Families receive emails when school members approve or deny pre-registered courses.
- 3) The “offer status” is updated here based on school member action



ACN: Family Perspective

K-8th Grade Students

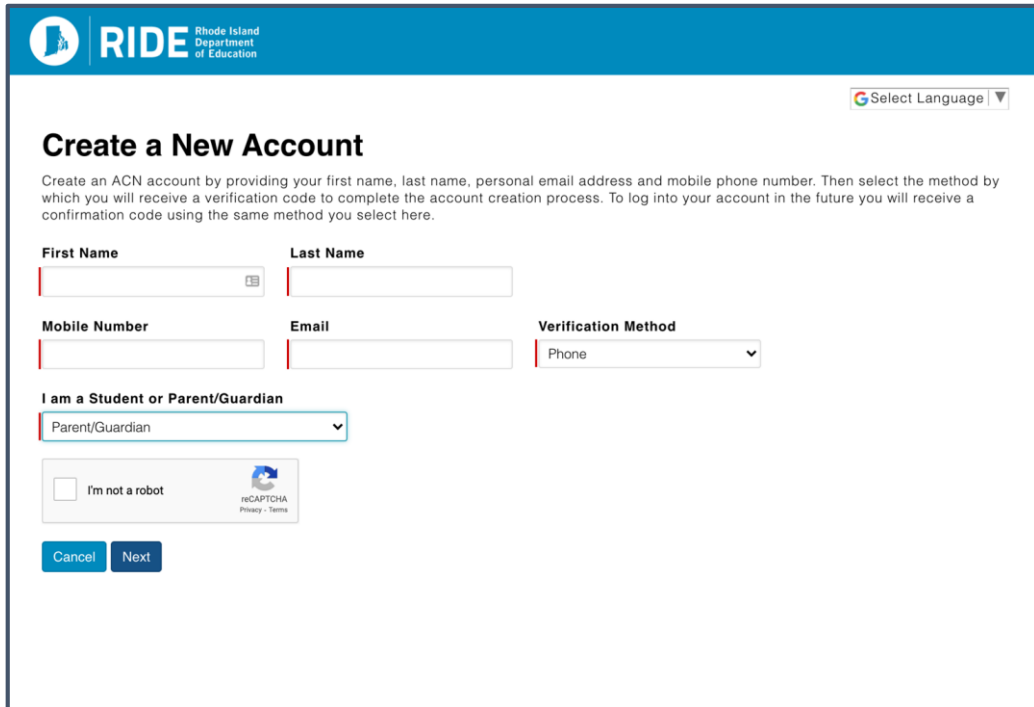
Account Creation: Parent/Guardian



The screenshot shows the EnrollRI website interface. At the top right, there is a 'Select Language' dropdown menu. The main header features the EnrollRI logo, which consists of a blue circle with three white curved lines, followed by the text 'EnrollRI' in a large, bold, blue serif font, and 'Find Your Future' in a smaller, italicized blue sans-serif font below it. Below the header, a blue banner reads 'Welcome to EnrollRI - All Course Network'. Underneath the banner is a login section with a text input field labeled 'Email/Phone' and a small icon of a person. Below the input field are two buttons: a dark blue 'Log in' button and a light blue 'Create an Account' button. At the bottom of the login section, there is a line of text: 'Please contact HelpEnrollRI@Ride.ri.gov if you need support logging in.'

- 1) Parent/Guardian users will use the tool to pre-register for K-8th grade students using the same log-in page as students
- 1) Parent/Guardian users that have used EnrollRI for the Common Application launched on 12/1 can use the same email/phone to log-in here

Account Creation: Parent/Guardian



The screenshot shows the 'Create a New Account' form for the Rhode Island Department of Education (RIDE). The form is titled 'Create a New Account' and includes a sub-header: 'Create an ACN account by providing your first name, last name, personal email address and mobile phone number. Then select the method by which you will receive a verification code to complete the account creation process. To log into your account in the future you will receive a confirmation code using the same method you select here.'

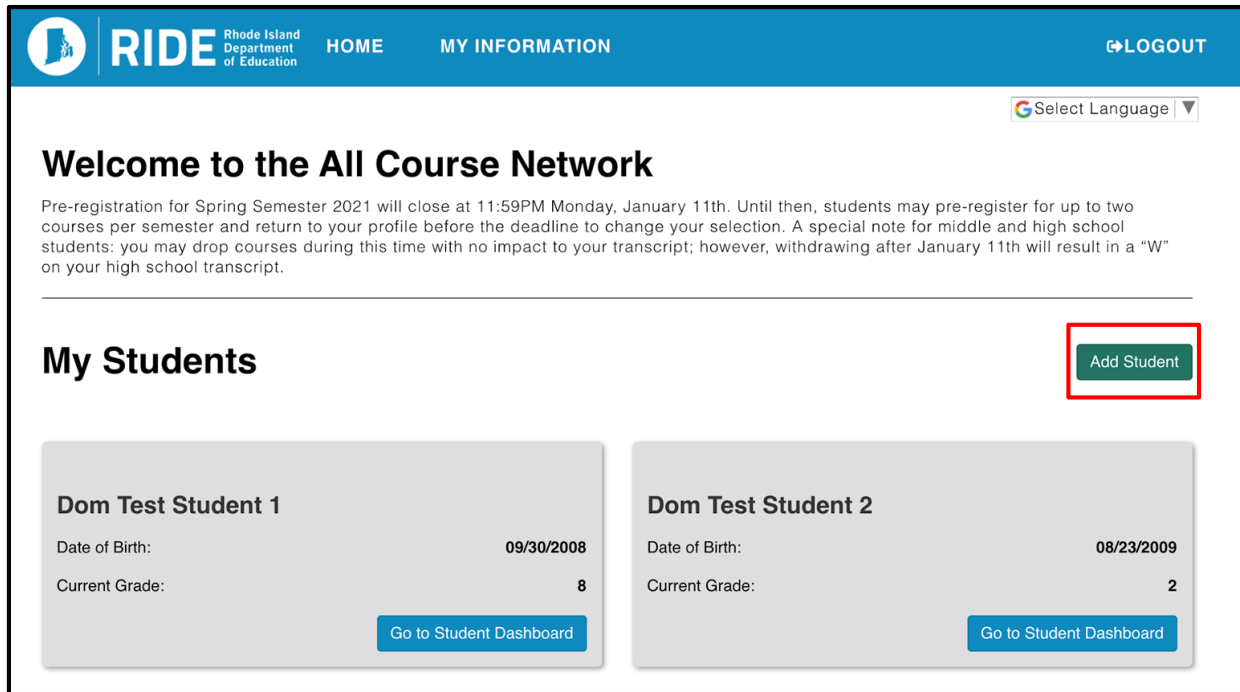
The form fields are as follows:

- First Name**: Text input field with a red border.
- Last Name**: Text input field with a red border.
- Mobile Number**: Text input field with a red border.
- Email**: Text input field with a red border.
- Verification Method**: Dropdown menu with 'Phone' selected.
- I am a Student or Parent/Guardian**: Dropdown menu with 'Parent/Guardian' selected.
- reCAPTCHA**: A checkbox labeled 'I'm not a robot' and a reCAPTCHA logo.

At the bottom of the form are two buttons: 'Cancel' and 'Next'.

- 1) When creating an account, parent/guardian users will select “Parent Guardian” instead of “student”
 - 2) Fields in red are required fields
-
- 1) Encourage families without email accounts to set one up for free (RIDE will provide a step by step resource)

Parent/Guardian Dashboard



The screenshot shows the Parent/Guardian Dashboard for the Rhode Island Department of Education (RIDE). The header is blue with the RIDE logo, navigation links for HOME and MY INFORMATION, and a LOGOUT button. A language selection dropdown is in the top right. The main content area has a white background. It starts with a 'Welcome to the All Course Network' section, followed by a paragraph about pre-registration for Spring Semester 2021. Below this is a 'My Students' section. In the top right of this section is a green 'Add Student' button, which is highlighted with a red rectangle. Below the button are two student cards. Each card displays the student's name, date of birth, and current grade, with a 'Go to Student Dashboard' button at the bottom.

Parent/Guardian Dashboard

WELCOME | **MY INFORMATION** | **LOGOUT**

Select Language ▼

Welcome to the All Course Network

Pre-registration for Spring Semester 2021 will close at 11:59PM Monday, January 11th. Until then, students may pre-register for up to two courses per semester and return to your profile before the deadline to change your selection. A special note for middle and high school students: you may drop courses during this time with no impact to your transcript; however, withdrawing after January 11th will result in a "W" on your high school transcript.

My Students

Add Student

Dom Test Student 1

Date of Birth: 09/30/2008

Current Grade: 8

Go to Student Dashboard

Dom Test Student 2

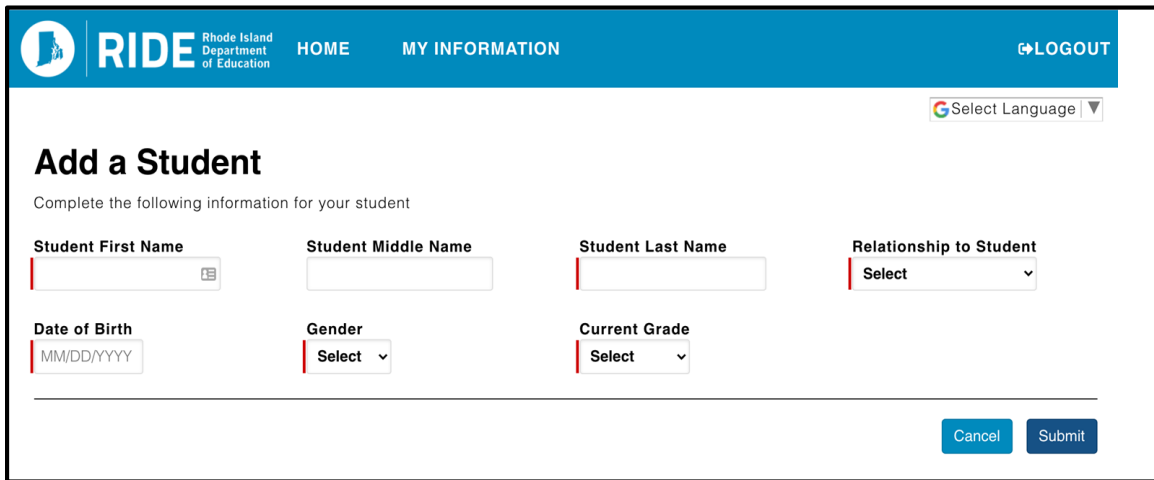
Date of Birth: 08/23/2009

Current Grade: 2

Go to Student Dashboard

- 1) Parent/Guardian users can see all K-8 students on their dashboard and add new K-8 students as needed

Add Student



The screenshot shows the 'Add a Student' form in the RIDE (Rhode Island Department of Education) system. The header is blue with the RIDE logo, navigation links for 'HOME' and 'MY INFORMATION', and a 'LOGOUT' button. A 'Select Language' dropdown is in the top right. The form title is 'Add a Student' with a subtitle 'Complete the following information for your student'. The form fields are arranged in two rows: 'Student First Name', 'Student Middle Name', 'Student Last Name', and 'Relationship to Student' in the first row; 'Date of Birth', 'Gender', and 'Current Grade' in the second row. Each field has a red vertical bar on the left. The 'Relationship to Student', 'Gender', and 'Current Grade' fields are dropdown menus. At the bottom right are 'Cancel' and 'Submit' buttons.

RIDE Rhode Island Department of Education

HOME MY INFORMATION LOGOUT

Select Language ▼

Add a Student

Complete the following information for your student

Student First Name

Student Middle Name

Student Last Name

Relationship to Student

Date of Birth

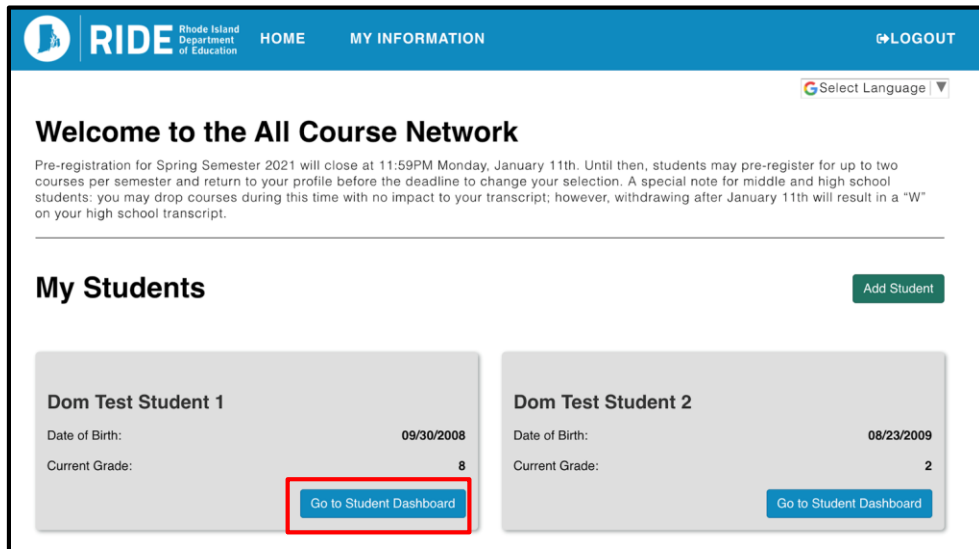
Gender

Current Grade

Cancel Submit

- 1) Parent/Guardians users will only be able to add K-8th grade students under their account
- 1) 9th-12th grade students are encouraged to pre-register under their own accounts


Navigating to the Student Dashboard



The screenshot shows the RIDE (Rhode Island Department of Education) All Course Network dashboard. The header includes the RIDE logo, navigation links for HOME and MY INFORMATION, and a LOGOUT button. A 'Select Language' dropdown is also present. The main content area features a welcome message and a 'My Students' section with an 'Add Student' button. Two student profiles are listed: 'Dom Test Student 1' (DOB: 09/30/2008, Grade: 8) and 'Dom Test Student 2' (DOB: 08/23/2009, Grade: 2). Each profile has a 'Go to Student Dashboard' button. The button for Dom Test Student 1 is highlighted with a red rectangle.

- 1) To see course information for K-8th grade students, parent/guardian users select the “Go to Student Dashboard” button

Student Dashboard




RIDE
Rhode Island
Department
of Education

HOME

MY INFORMATION

LOGOUT

 Select Language ▼

Student Dashboard

Welcome! On this page you will find the ACN courses that you have preregistered for, enrolled in, or been waitlisted in.

To enroll in a new course:

1. Tap the **Add Course** button below.
2. Select the courses you are interested in preregistering for.
3. Wait for approval from your current school.
4. If there is space available, you will be enrolled. If not you will be placed on a waitlist an notified if space becomes available.

Dom's Information

Current Grade:	2	Primary Contact Number:	(619) 884-5109
Current School:	Alfred Lima Sr. Elementary School		
Email:	dominiqueamis@gmail.com		
Address:	37 Chestnut Ave , Cranston, RI 02910		

Edit

Add Course

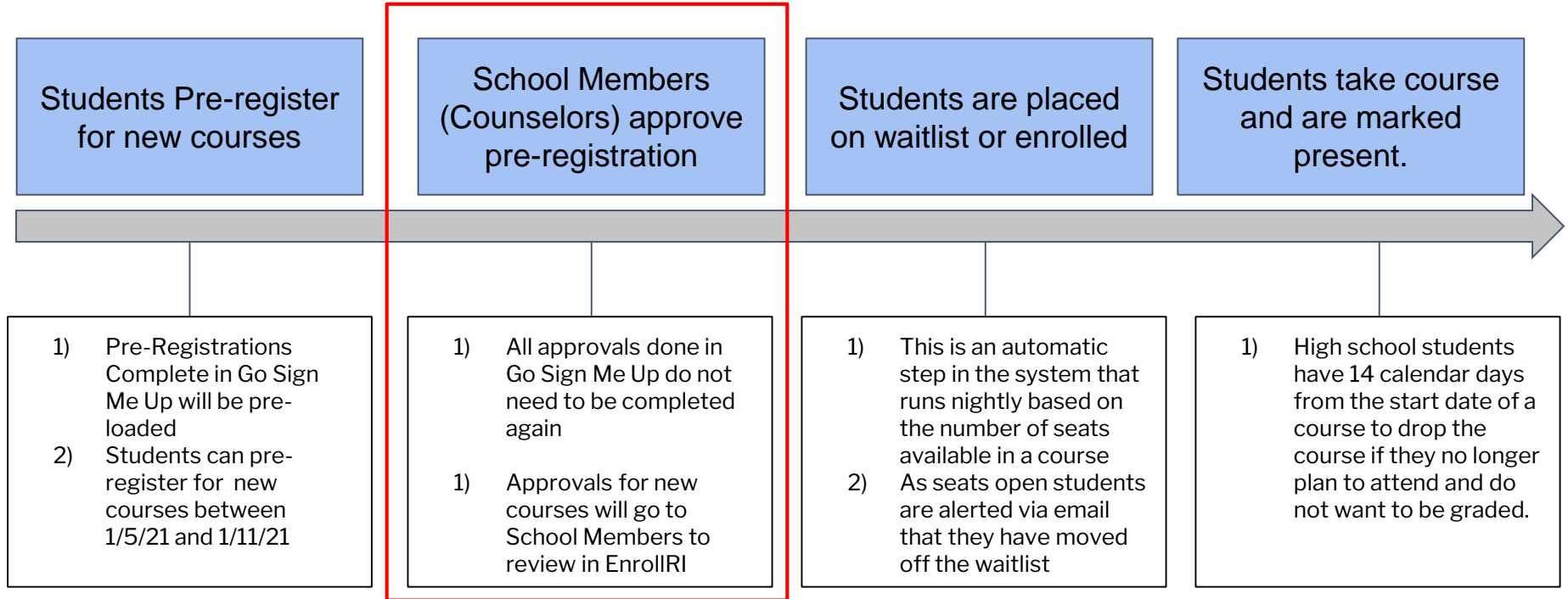
Student & Family Q&A



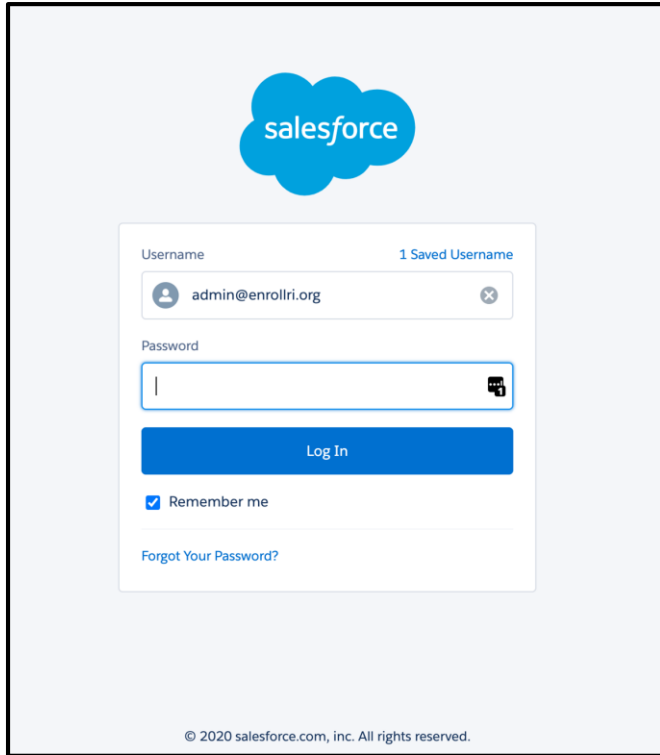


ACN: School Member Perspective

EnrollIRI ACN Process: Spring '21





School Member Log-in-**Available 1/5/21**




salesforce

Username 1 Saved Username

 admin@enrollri.org 

Password



Log In

☒ Remember me

[Forgot Your Password?](#)

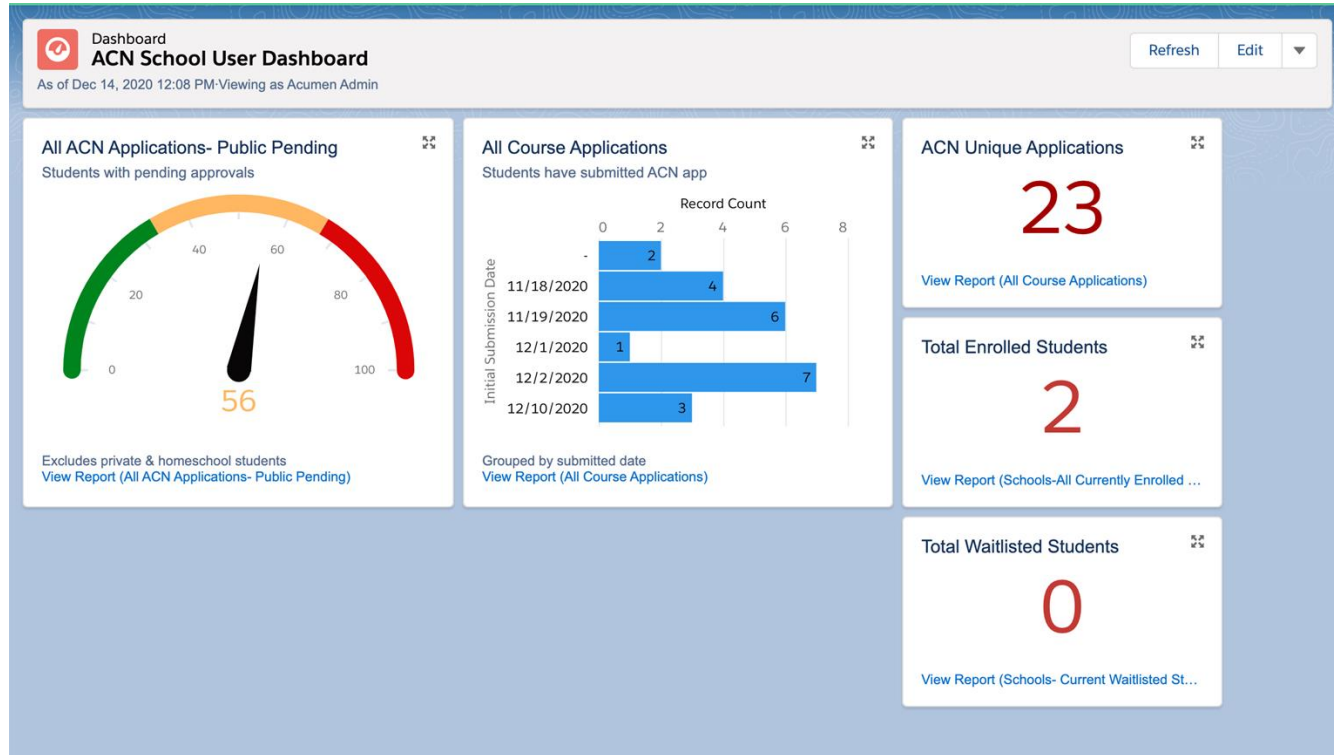
© 2020 salesforce.com, inc. All rights reserved.

- 1) URL to Access on 1/5/21:
<https://enrollri.my.salesforce.com>
- 1) Username: Will be emailed to school points of contact. There will be one assigned per school.
- 1) Password: You will be prompted to create your own.

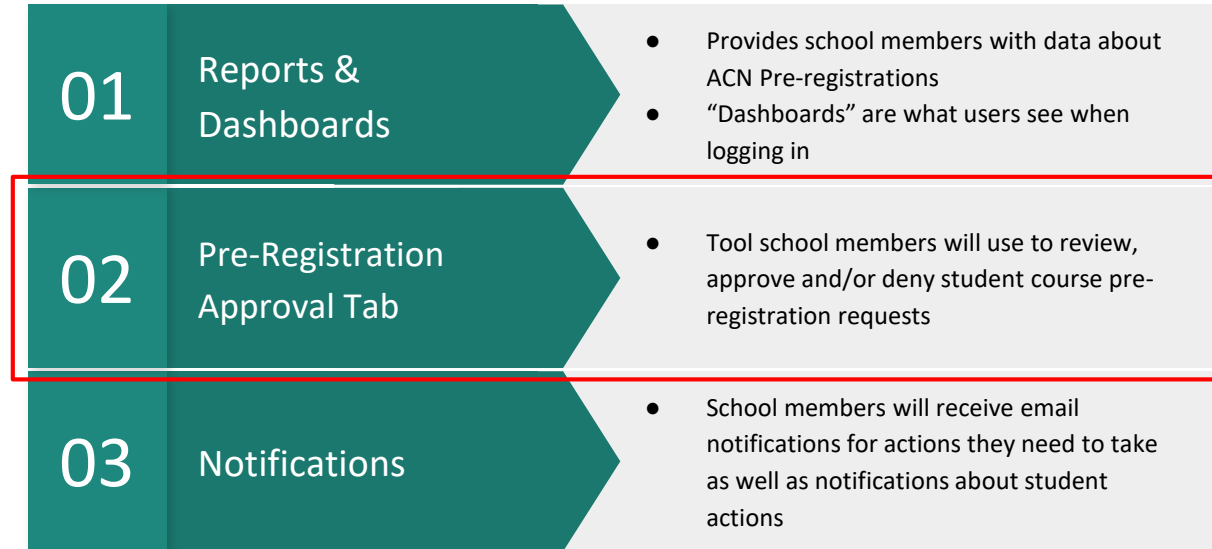
Pre-Registration Approval: School Member Toolkit

01	Reports & Dashboards	<ul style="list-style-type: none">• Provides school members with data about ACN Pre-registrations• “Dashboards” are what users see when logging in
02	Pre-Registration Approval Tab	<ul style="list-style-type: none">• Tool school members will use to review, approve and/or deny student course pre-registration requests
03	Notifications	<ul style="list-style-type: none">• School members will receive email notifications for actions they need to take as well as notifications about student actions

School Member Toolkit: Reports & Dashboards



Pre-Registration Approval: School Member Toolkit



Tab: Registration Approval

ACN Schools ▾ Staff ▾ Students ▾ **Registration Approval**

Registration Approval

Use the fields below to load applicants for designating them as approved or denied. If you mark an applicant as denied, you will need to provide an explanation. In order to take action on a student, you will need to provide the student's SASID.

Search by School

School: Current Grade: Semester: Status:

Search by Student

First Name: Last Name: Semester: Status:

Student Name	DOB	Current Grade	Course Title	Provider	Semester	Status
--------------	-----	---------------	--------------	----------	----------	--------

- 1) Select the registration approval tab to manage your approvals
- 2) This tab allows school members to load data from all schools for which they have access, filter by student grade, course semester or approval status
- 3) This tab can also be used to search for individual students

Tab: Registration Approval: Filter Options

Semester

- ✓ All
- Summer
- Fall
- Spring
- Year-Long

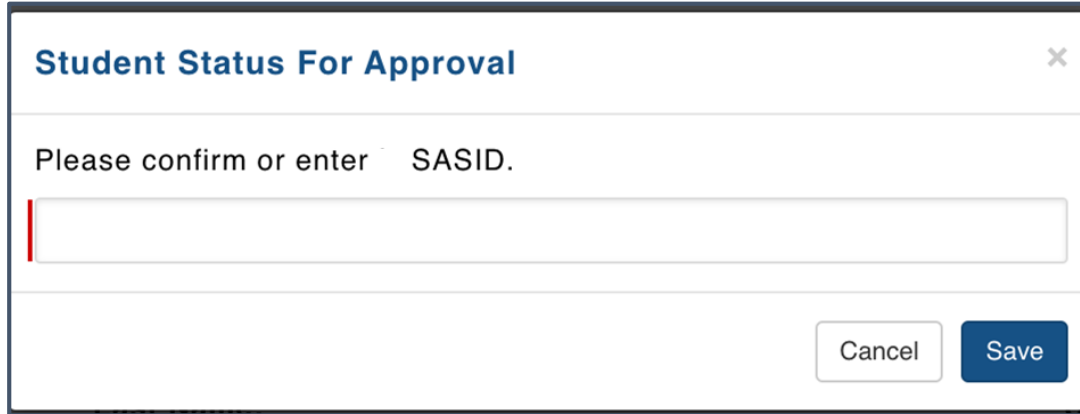
Status

- All
- ✓ Pending Approval
- Approved
- Denied

Tab: Pre-Registration Approval

Student Name	DOB	Current Grade	Course Title	Provider	Semester	Status	
John Calvin	1/1/2008	6	Natural Disasters	Roger Williams University	Spring	Approve	Deny
John Calvin	1/1/2008	6	Classrooms as Communities	Roger Williams University	Spring	Approve	Deny
John Calvin	1/1/2008	6	Law in Contemporary Studies	Roger Williams University	Spring	Approve	Deny
Serena Wills	12/10/2003	10	Natural Disasters	Roger Williams University	Spring	Approve	Deny
Beth Harmon	7/24/2008	12	Cultural Awareness in a Global Society	Roger Williams University	Spring	Approve	Deny
Beth Harmon	7/24/2008	12	Natural Disasters	Roger Williams University	Spring	Approve	Deny
Beth Harmon	7/24/2008	12	Classrooms as Communities	Roger Williams University	Spring	Approve	Deny

Tab: Pre-Registration Approval



The screenshot shows a modal dialog box titled "Student Status For Approval" with a close button (X) in the top right corner. The main text inside the dialog reads "Please confirm or enter SASID." Below this text is a large, empty rectangular input field. At the bottom right of the dialog, there are two buttons: a light gray "Cancel" button and a dark blue "Save" button.

- 1) School members are asked to confirm and save a student's SASID upon approval
- 1) After this is entered for a student once, the information will be pre-populated going forward
- 1) School members should retrieve the 10 digit SASID from the existing student information system for the school (i.e. Aspen, Skyward, etc)

Tab: Registration Approval: What to consider...

→ For Middle and High School Students:

- ◆ Try to align with students' Individual Learning Plans (ILPs).
- ◆ ACN postsecondary course grades remain on students' permanent post secondary transcripts.
- ◆ In what ways might this course benefit the student, such as social emotional learning, interacting with peers, exploring an interest, fostering school engagement, and/or having fun?
- ◆ Consider encouraging Multilingual learners and Differently-abled students to register for ACN courses!

Tab: Pre-Registration Approval

Student Name	DOB	Current Grade	Course Title	Provider	Semester	Status	
John Calvin	1/1/2008	6	Natural Disasters	Roger Williams University	Spring	Approve	Deny
John Calvin	1/1/2008	6	Classrooms as Communities	Roger Williams University	Spring	Approve	Deny
John Calvin	1/1/2008	6	Law in Contemporary Studies	Roger Williams University	Spring	Approve	Deny
Serena Wills	12/10/2003	10	Natural Disasters	Roger Williams University	Spring	Approve	Deny
Beth Harmon	7/24/2008	12	Cultural Awareness in a Global Society	Roger Williams University	Spring	Approve	Deny
Beth Harmon	7/24/2008	12	Natural Disasters	Roger Williams University	Spring	Approve	Deny
Beth Harmon	7/24/2008	12	Classrooms as Communities	Roger Williams University	Spring	Approve	Deny

Tab: Pre-Registration Denial

Student Status For Denial ×

Please confirm or enter John Calvin 's SASID.

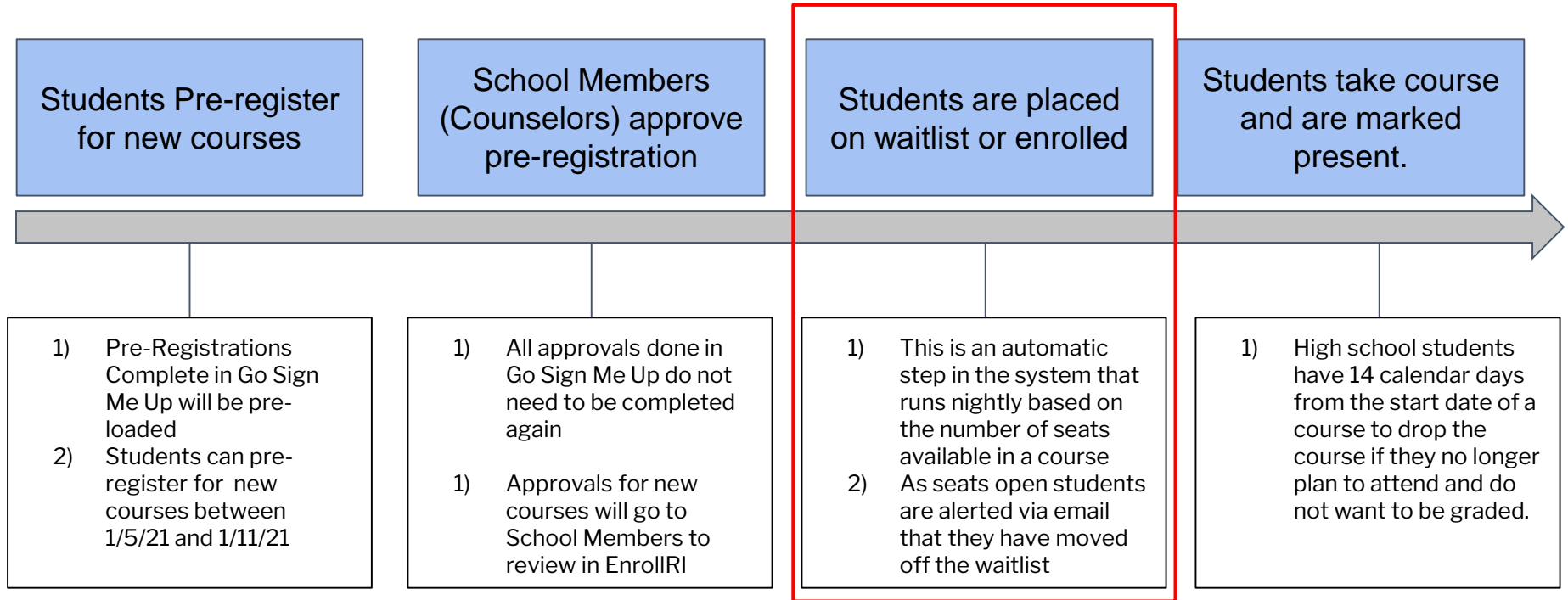
Enter the reason for denial.

Cancel

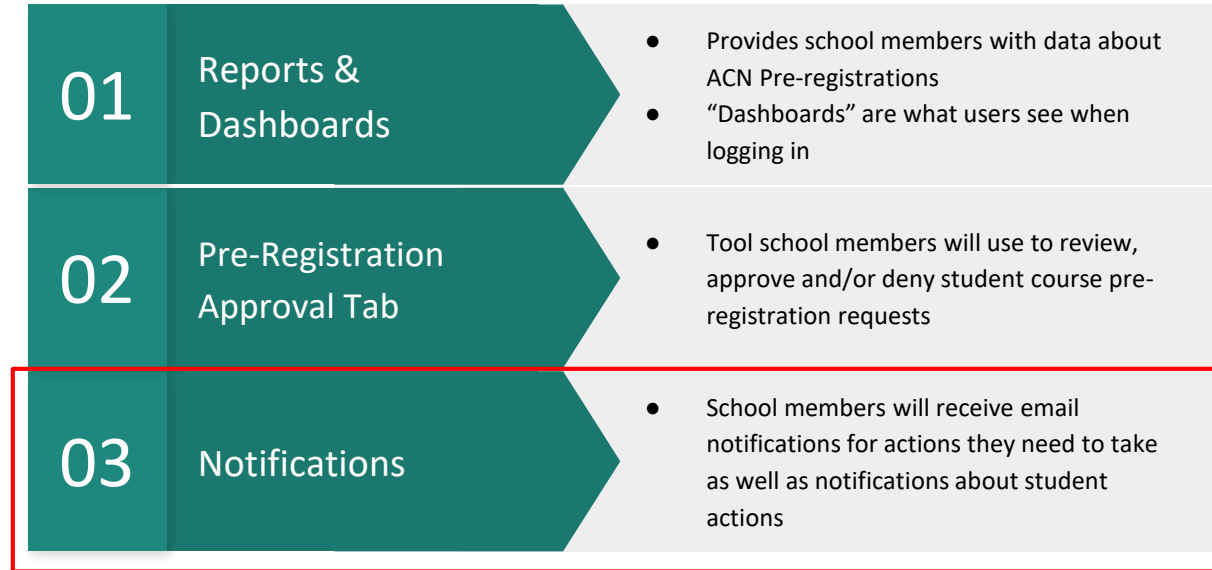
Save

- 1) School members are asked to confirm and save a student's SASID if the registration is denied
- 1) A denial reason is also required
- 1) The Student or Parent/Guardian who registered for the course will not see the denial reason in EnrollRI and receive a notification

EnrollIRI ACN Process: Spring '21



Pre-Registration Approval: School Member Toolkit

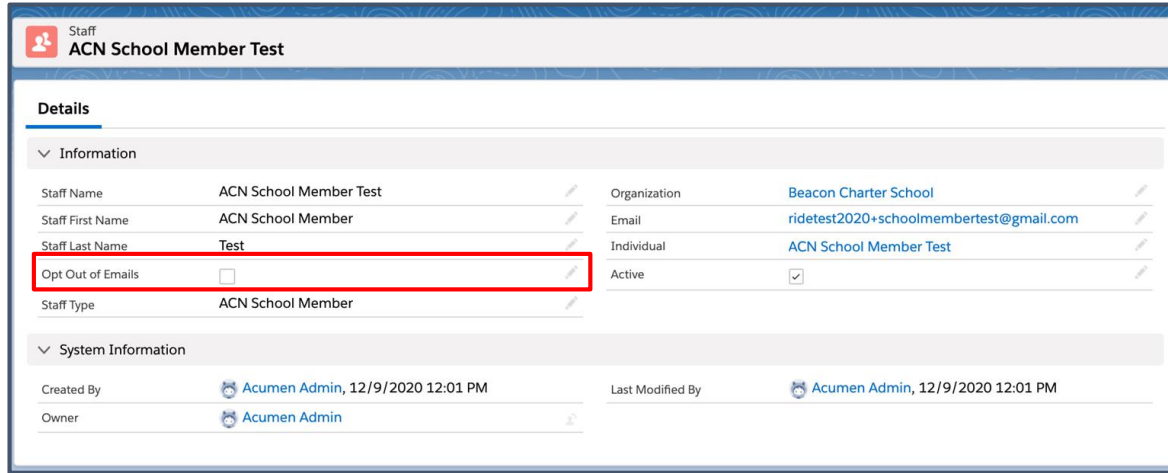


School Member Notifications

School Members will receive notifications for the following

#	Notification Type	Why is this important?
1	Pre-Registration Submitted: School Member Approval Needed	Notifies school members that there is action for to take in order for a student to proceed in the enrollment process.
2	Student Drops or Withdraws from a Course	Notifies school members when a student drops a courses.
3	Student moved off a Waitlist	Students/Families have 2 days to accept an offer after they move off of a course waitlist. This is a notification goes to school members so that they can follow up with students/families that may need support in taking action within 2 days.
4	Student offer Expired	If an offer expires for a student, school members are also notified.

School Member Notifications: Opting Out



Staff
ACN School Member Test

Details

Information

Staff Name	ACN School Member Test	Organization	Beacon Charter School
Staff First Name	ACN School Member	Email	ridetest2020+schoolmembertest@gmail.com
Staff Last Name	Test	Individual	ACN School Member Test
Opt Out of Emails	<input type="checkbox"/>	Active	<input checked="" type="checkbox"/>
Staff Type	ACN School Member		

System Information

Created By	Acumen Admin, 12/9/2020 12:01 PM	Last Modified By	Acumen Admin, 12/9/2020 12:01 PM
Owner	Acumen Admin		

- 1) School members have the ability to opt out of notifications by selecting the “Staff” tab, and selecting “Opt out of Emails”
- 1) It is strongly encouraged to not opt out of emails

ACN School Member Q&A



ACN 101: Student/Family FAQs

“I can’t see any information for my high school student. How do I know which courses they are enrolled in?”

Answer:

1. The ACN program encourages high school students to make their own course selections. This information is stored under student accounts.
2. Parent/Guardians can support students in creating student accounts for high school students and logging in together

ACN 101: Student/Family FAQs

“How many courses can I/my student student enroll in?”

Answer:

1. Students can pre-register/apply to as many courses are available for their grade level. However, students can only be enrolled in 2 courses at a time in the Fall and Spring and 1 course in the summer.
2. Year long courses count as 1 course in the spring, and one course in the fall
3. All pre-registrations must be approved by a school member in order to be enrolled

ACN 101: Student/Family FAQs



“My student’s pre-registration has not been approved, what do I do? ”

Answer:

1. Reach out to your school to determine if the pre-registration has been declined or your school point of contact has not had a chance to review.
2. School points of contact can provide information about if a pre-registration has been declined.

ACN 101: Student/Family FAQs



“Are courses going to be delivered in person this year?”

Answer:

1. Courses are being offered in one of 3 modalities:
 - a. In Person
 - b. Online
 - c. Hybrid
2. Any courses offered in person:
 - a. Will follow guidelines from the CDC and the Rhode Island Department of Education

ACN 101: Student/Family FAQs



“I/my student is on a waitlist. How will I know if I get in?”

Answer:

1. The student/family will receive a notification if a seat opens for a course.
2. The notification will indicate if the student is automatically enrolled.
3. If the student is already enrolled in 2 courses, the notification will prompt user to go into the system and make a choice to withdraw/drop an existing course and accept a waitlist offer or decline the waitlist offer.
4. The student/family will have **2 days** to accept an offer before it expires.

ACN 101: School Member FAQs



“Do I have access to complete applications on behalf of students/families?”

Answer:

1. School members can best support students and families by helping them to set up student or parent/guardian accounts at enrollri.force.com/courses on or after 1/5/21
2. If a student/family does not have a mobile number or non school email to create an account, it is strongly encouraged to support them in creating a free email account

ACN 101: School Member FAQs



“Who do I contact for support?”

Answer:

1. If you have any questions about the ACN program overall email acn@ride.ri.gov
2. If you have any questions about the the EnrollRI tool, contact EnrollRI@Ride.ri.gov
3. If you have questions about course details contact individual providers directly

ACN 101: School Member FAQs



“Why can’t students use school emails to access this system?”

Answer:

1. School members can best support students and families by helping them to set up student or parent/guardian accounts at enrollri.force.com/courses on or after 1/5/21
2. If a student/family does not have a mobile number or non school email to create an account, it is strongly encouraged to support them in creating a free email account

ACN 101: School MemberFAQs

“We have multiple school members at my school who need to approve. Will we all get an account?”

Answer:

1. Each participating school will receive 1 school member user account
2. For Elementary schools we suggest that this account be assigned to the principal or the principal's designee
3. For Middle and High schools, we suggest that this account be assigned to the lead counselor

Recap: All Course Network Key Dates: Training

- **Today:** System Preview of New EnrollRI tools
- **1/5:** New ACN Tool Opens for families to pre-register for new Spring courses and manage pre-registrations that were submitted last spring
- **1/6 & 1/7:** School Member and Provider Training for Spring 2021 Processes
- **March '21:** School Member and Provider Training for the 21-22 School Year Processes

Recap: All Course Network Key Dates: Spring '21

→ **1/5/21-1/11/21:** Pre-Registration Window for New Spring '21 Courses

- ◆ Many students will have already pre-registered for existing Spring Courses via Go Sign Me up

→ **1/11/21:** First Spring Courses Begin

- ◆ Credit Courses: Add/Drop windows are two weeks from the start date of each course
- ◆ Enrichment Courses: Students can enroll up to the start of the course.