



Student Checklist

The Enlightenment Prep Online Program: New Student

Preparing for the School Year - Required Steps

The Enlightenment Parents App - Required Steps

Starting Classes - Required Steps

Preparing for the School Year - Recommended Steps

The Enlightenment Parents App - Recommended Steps

☐ Complete the Admissions Process

Date: Immediately after submitting the enrollment form.

Get Started -> Details will be provided to you via email.

☐ Download and Print the School Calendar

Date: The final calendar will be published on August 1.

Get Started -> Search "Calendar" at www.Support.EnlightiumAcademy.com. It will also be provided via email at that time.

☐ Review the Family Handbook

Date: The Family Handbook will be published on August 1.

Get Started -> Search "Family Handbook" at www.Support.EnlightiumAcademy.com. It will also be provided via email at that time.

☐ Review and Confirm your Student's Schedule

Date: Leading up to your student's start date, you will receive an email with your student's schedule.

Get Started -> Keep an eye on your inbox. When you receive an email from your student's counselor, review it, ask questions if you have any, and then confirm the schedule.

☐ Review Emails from the Billing Department

Date: Shortly after enrolling

Get Started -> Check your inbox. There will be one email per student, with additional emails if the student has a non-standard course schedule.





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- ☐ **Download the Enlightenment Parents app**

Date: Shortly after enrolling

Get Started -> Search "App" at www.Support.EnlightiumAcademy.com.

The Enlightenment Parents App - Required Steps

- ☐ **Ensure You're in the Right Groups in the App:**

- ☐ Your state group (ex: Texas) or your country group if living outside of the United States (ex: The Bahamas)
- ☐ Your student's grade level (ex: 7th Grade)
- ☐ Your student's program (The Online Program)

Date: Before starting courses.

Get Started -> Use the search bar in the Enlightenment Parents app.

Starting Classes - Required Steps

Preparing for the School Year - Recommended Steps

- ☐ **Review Your State's or Country's Requirements**

Date: Shortly after enrolling

Get Started -> In your state or country group in the app, look for posts from the Enlightenment team.

The Enlightenment Parents App - Recommended Steps

- ☐ **Complete the Parent Orientation**

Date: As early as August 1

Get Started -> Found in the menu of the app.

- ☐ **Log into the Customer Portal on the App**

Date: Shortly after enrolling

Get Started -> Found the menu of the app.





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☐ **Set Up Your Student Email**

Date: In the weeks leading up to your student's start date.

Get Started -> Keep an eye on the primary contact's inbox for details.

☐ **Review the Scope and Sequence**

Date: In the weeks leading up to your student's start date.

Get Started -> Search "Scope and Sequence" at www.Support.EnlightiumAcademy.com.

☐ **Download and Print any Supply Lists and Project Forecasts**

Date: The final supply lists and project forecasts will be published on August 1.

Get Started -> On your student's scope and sequence, click on each course's link for details.

☐ **Bookmark the Virtual Campus**

Date: On or around your student's first day of school.

Get Started -> Search "Virtual Campus" at www.Support.EnlightiumAcademy.com.

☐ **Students Need to Complete the Student Orientation**

Date: Once your student receives his or her Ignitia or Canvas login credentials.

Get Started -> Search for the Student Orientation in Ignitia or Canvas. The Student Orientation should be completed before starting courses.





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☐ Review Technical Requirements and Recommendations

Date: In the weeks leading up to your student's start date.

Get Started -> Search "Technical Requirements" at www.Support.EnlightiumAcademy.com.

☐ Watch the Open House video and Q&A Panel

Date: Open Houses will be held in the weeks leading up to the first day of school.

Get Started -> Join the Open House in real time. If you missed the event, search "Open House" at www.Support.EnlightiumAcademy.com.

☐ Create a Learning Environment

Date: Before starting classes.

Get Started -> Search "Creating a Learning Environment Blogs" at www.Support.EnlightiumAcademy.com.

☐ Follow Enlightenment on Social Media

Date: Before starting classes.

Get Started -> Search "Social Media" at www.Support.EnlightiumAcademy.com.





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☐ **Post First Day of School Photos on the App**

Date: On or around your student's first day of school.

Get Started -> Open the app and post in your student's grade level group.

☐ **Order Your Yearbook**

Date: Anytime between quarters 1-3

Get Started -> Open the Customer Portal, then click on "Forms".

☐ **Submit Your Student's Yearbook Photo**

Date: Anytime between quarters 1-3

Get Started -> Open the Customer Portal, then click on "Forms".

☐ **Sign Your Student Up For a Social Opportunity**

Date: During or after Student Social Week in September

Get Started -> Open the Customer Portal, then click on "Forms".

