

**PARENT PROCESS TO APPLY**

Parents/guardians whose student meets the grade level requirements will be able to apply for Career Academy programs through the Parent Portal.

The Career Academy Application 2022 will appear for the parent under their child’s name in the left-side menu on their Parent Portal.

Graphical user interface, application

Description automatically generated

Your student’s demographic and contact information will be located at the top of the application.

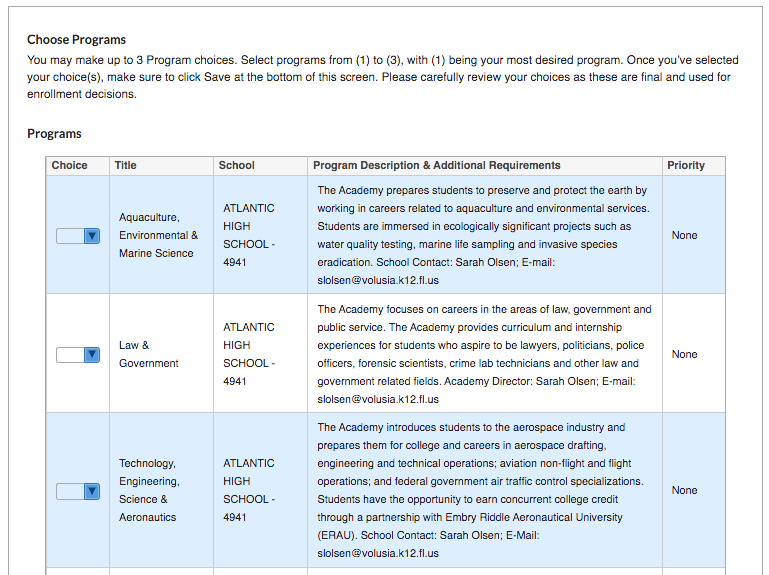
Graphical user interface

Description automatically generated

Graphical user interface, application, Word

Description automatically generatedPlease read the Agreement of Understanding and select your response from the dropdown.

In next box, please select the Academy you wish to apply to. You may make up to three choices. Each Academy can only be selected once.



To complete the process the please select Save or Save & Print. Once the application is Saved it has been Submitted.

Graphical user interface, text, application, email

Description automatically generated

A confirmation email will be sent to the email address on file for the Parent Portal account once the application is submitted.