

# Selah Online Entry Process (ALE)

## Contact your Counselor

- Reach out to your (student's) school counselor.
- Ask your counselor about the program and what courses you may be able to take online.
- Discuss the viability of your skillset working well with an online platform.

## Assess Technology Needs

- Check technology requirements. Do you have fully functioning internet at home? Does your Chromebook work well?
- Arrange for necessary equipment. If you do not have the necessary technology, inquire about a Chromebook or a Hot Spot.

## Complete the Application Process

- If you are in-district, no application is necessary. Your counselor will email Tracy Ratliff for enrollment.
- [If transferring from out of district] Submit required documentation. This may include transcripts, identification documents, and any other required paperwork.

## Enrollment Confirmation and Orientation

- Wait for confirmation from the program that you have been accepted and are enrolled.
- Receive confirmation of enrollment from Greenways Academy.
- Participate in Greenways orientation. Attend any orientation sessions offered by the program to understand how to access course materials, communicate with instructors, and utilize support services.

## Start Classes

- Access Greenways learning materials. Log into the online learning platform to access your course materials and familiarize yourself with the interface.
- Establish a study schedule. Set a regular study schedule that fits into your daily routine, considering other commitments and optimal study times.
- Engage actively. Participate in discussions, complete assignments on time, and reach out to instructors or peers if you need help or support.