


[admin](#), [admin essential](#), [student records](#), [special programs](#)

Special Program Enrollments

Special Programs your school uses must be chosen....

1. In Admin>Settings>Special Programs, choose the special programs you wish to use at your school.
2. You can create your own custom special programs.
 1. Click on the green plus button to add.  Also editable once created. Once added, the custom special programs will show with an edit pencil. Check the box to the left to use the new program.

<input type="checkbox"/>		EIA/SCE - Targeted Assistance
<input checked="" type="checkbox"/>		EL Core
<input type="checkbox"/>		English Learner (EL)
<input type="checkbox"/>		ESEA/NCLB Title I - Part A
<input type="checkbox"/>		ESEA/NCLB Title I Part A - School wide
<input type="checkbox"/>		ESEA Title I Part A and Part D - Neglected

Once all special programs are set, go to student enrollments to enroll a student in a special program.

2. Find the special program(s) in the drop-down and enter a start date if different from the students first enrollment date in the school.

Samantha Garcia - Student Enrollment

493 Sumner Street
Portola, CA 96122
(530) 249-4083

Grade: 6 Local ID: 78598 Student Statewide ID: 9604838578 Race: Hispanic or Latino Age: 12

Gender: F Date of Birth: 10/01/2003 Hispanic or Latino?: Yes Enroll Start: 07/13/2015 Parent(s): Staff: Brennehan, Kathleen

Adding Special Program/Service

Program: **EL Core**

Service: Service type not required for this program

Start: 07/25/2016 (if not blank, must be on or after 07/13/2015)

Finish: ()

Leave either start or finish dates blank if you want them to automatically follow the enrollment record's start and finish dates.

3. Show any special programs a student is enrolled in on the student dashboard.

Home Phone (530) 249-4083 Student Cell

School E-Mail: samanthagarcia@mailinator.com

Physical Address: 493 Sumner Street, Portola, CA 96122

Mailing Address: 493 Sumner Street, Portola, CA 96122

Parents / Guardians: No parent or guardian records entered

Siblings: No sibling records entered

Emergency Call:

File Migration: Has no RW file associated. PLS start: 09/01/2011

Student Home Room Class	Staff Member	Start	Finish

Student Enrollment History

Track	Start	Finish	Grd Att	Program	Grad Reqs
A	07/13/2015	present	6 IS	Independent Study at Milestone Independent Study Program (6-8)	Middle School 6-8: General Education

Student Special Enrollment History

Track	Start	Finish	Grd Att	Program	Grad Reqs
A	07/25/2016	present	6 IS	EL Core at Milestone Independent Study Program (6-8)	Middle School 6-8: General Education
A	07/13/2015	present	6 IS	English Learner (EL) at Milestone Independent Study Program (6-8)	Middle School 6-8: General Education

Master Agreement

MA Class	State Code	Catalog	MA Term	Crd
A Language Arts 6	1001	Language Arts	07/18/16 - 12/16/16	36
A Mathematics 6	1000	Mathematics	07/18/16 - 12/16/16	36
A Physical Education	1001	Physical Education	07/18/16 - 12/16/16	36
A Social Studies	1001	Social Studies	07/18/16 - 12/16/16	36

4. Rearrange the student list search fields to accommodate the ability to search for students enrolled in any special programs.

Last Name	First Name	Middle Name	
Email Address	Local/State ID	Grade	Track
Birthdate	Special Program	All Grades	
Primary Class Offering	Education Program	Actively Enrolled	
Job Position	Teacher of Record	School Year	

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