



Career Online High School Steps for Student Success



Steps	Description	Timeline
1	Students must complete the Online Survey: Are you ready?	20 minutes
2	Library staff will notify students of Self-Assessment results.	3-5 business days
3	If eligible for Career Online High School, students must register and complete Prerequisite Course, Part I with a 70% or better.	Prerequisite must be completed within 2 weeks of online registration into the Prerequisite Course.
4	If eligible for scholarship, Library staff will contact students to schedule an interview.	Within 5 business days
5	Students will attend scholarship interview at the Rawlings Library	Students will be notified by Library staff within 5 business days of the scholarship interview whether or not a scholarship has been awarded to them.
6	Students will continue to Part 2 of the career area selected in Step 3.	Students will have access to the online classroom within 3 business days of completing Step 5.
7	An academic coach will contact students to support them through their coursework.	7 business days
8	Students complete all required work in Part 2 within 30 days of enrollment	30 days from step 6 or seat is revoked
9	Students' completion of Career Online High School	5 to 18 months <i>*Depending on transfer credits</i>
10	Graduation at the Rawlings Library	