

# CAREER ONLINE HIGH SCHOOL STEPS FOR STUDENT SUCCESS

STEPS	DESCRIPTION	TIMELINE
1.	Students must complete the Online Self-Assessment	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 1	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	3-5 business days
5.	Students will attend scholarship interview at Rawlings Library	Students will be notified by Library staff within 3 business days of the 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	3-5 business days
8.	Students complete 2nd semester career course and begin 3rd course	15 days from Step 6
9.	Students' completion of Career Online High School	5 to 18 months Depending on transfer credits
10.	Graduation at Rawlings Library	STEPS one through eight <b>must</b> be met <b>on time</b> or scholarships will be revoked.

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