

ENROLLMENT STEPS

★ Attend an Online Open House with GLVP Staff

- Next One: **Thursday, August 20 at 10:00 AM** Online ([Register here to attend](#))

★ Complete [GLVP Enrollment Packet](#)

- (**helpful hint**: download it so it becomes fillable so you can type, save and return via email)
- Return completed enrollment packet with required documents to glvpenrollment@gulllakecs.org
- It is most helpful for you to include your student's name and PT (part time) or FT (full time) on the subject line when you return your completed enrollment packet
 - Utilize the Enrollment Checklist on cover page to ensure all items are covered
 - Please mark n/a (not applicable) on any line you are not completing
 - Full time students from out of district need to obtain a [release from resident school district](#) (resident school district is the one you reside in, regardless of where your student has attended)
 - Part time students (electives only) from out of district do not need a release
- **Enrollment Questions/Help for Part Time:** Cindy Fadel, cfadel@gulllakecs.org
- **Enrollment Questions/Help for Full Time:** Karen Fisher, kfisher@gulllakecs.org

★ You will receive login credentials via email after enrollment has been processed.

- If you have not received your login credentials in five business days, please check back with glvpenrollment@gulllakecs.org on the status of your enrollment.

★ Finally the fun part... **choosing a schedule!**

- **Part time students** will self register for courses (maximum of 4 per semester) in [parent portal account](#), until we reach our maximum enrollment cap. Once the max enrollment is reached, students will be placed on waiting list.
- **Full time students** will register by submitting a completed [EDP](#).
 - Return EDP to Karen Fisher (kfisher@gulllakecs.org)
 - For full time student scheduling help: [scheduling presentation](#)
 - Need help with core classes? Explore the [demo accounts](#)
 - Arrange meeting with an advisor if necessary for assistance. Contact Christie Norton for an appointment with an advisor (cnorton@gulllakecs.org)

★ Next steps:

- Mentors will be in touch with students and parents the week of August 24th
- Virtual courses begin **August 31** 😊