

Bridgeway Partnership Portal

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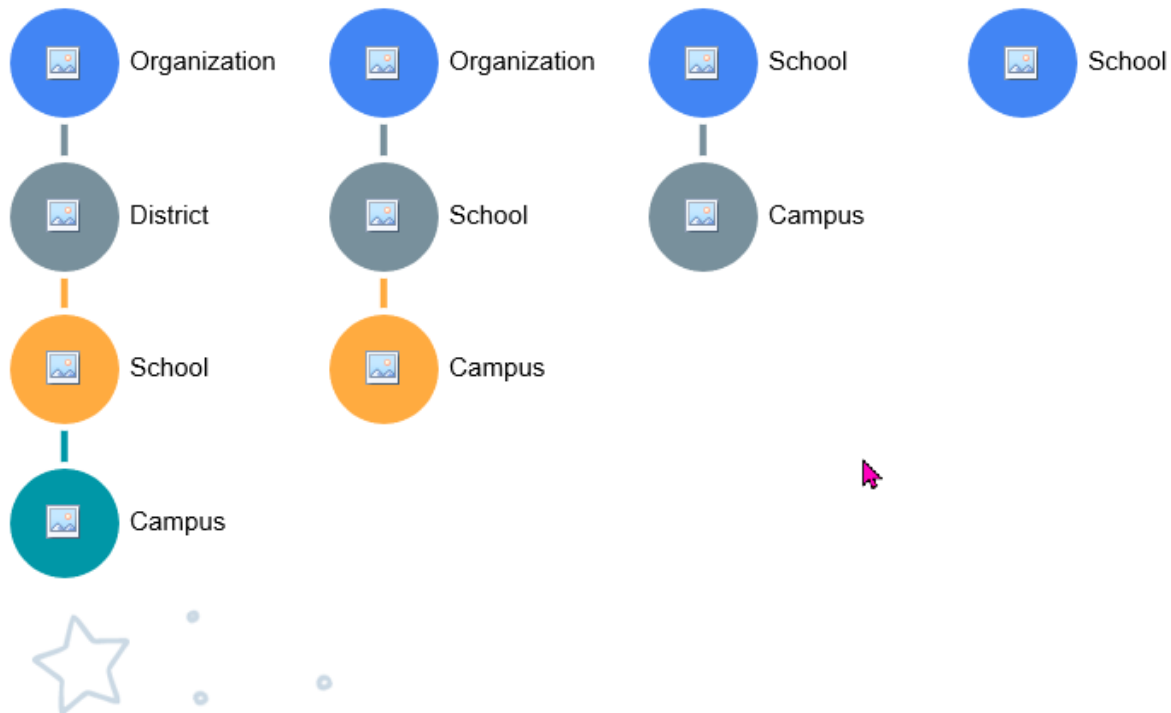
Introduction

The Bridgeway Partnership Portal from Bridgeway Academy allows 3rd parties to manage partner settings, manage partner users and permissions, add and modify student enrollments, and view and accept grades for enrolled students.

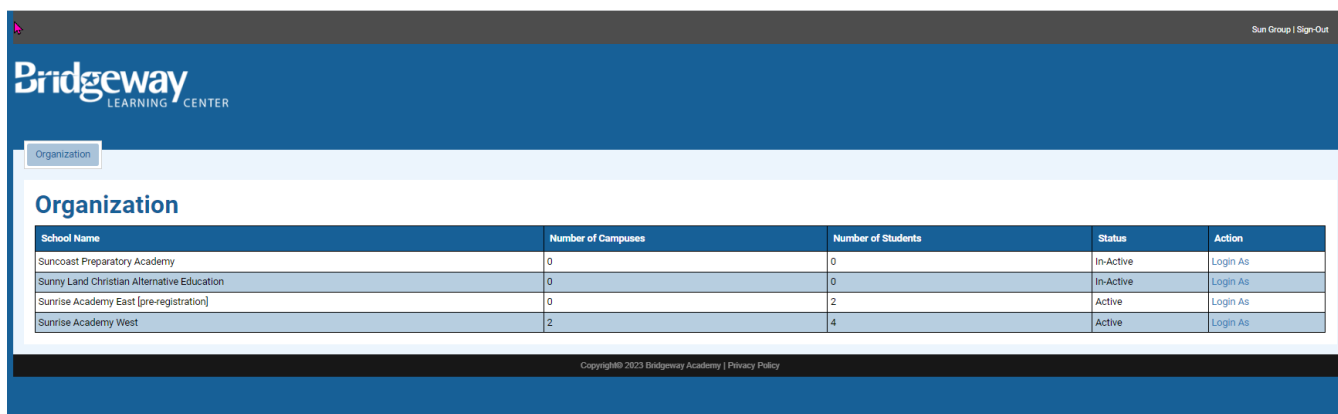
To access the Bridgeway Partner Portal, go to url: learn.homeschoolacademy.com/partner

Overview

Your Partner representative will work with you to set up your organization structure. Bridgeway's partner solution is flexible enough to allow for many different organizational solutions.



A top level administration username and password is provided to allow you to see all schools within your organization.



The screenshot shows the 'Organization' page of the Bridgeway Learning Center. It features a table with columns for School Name, Number of Campuses, Number of Students, Status, and Action. The table lists four schools: Suncoast Preparatory Academy, Sunny Land Christian Alternative Education, Sunrise Academy East [pre-registration], and Sunrise Academy West. The bottom of the page includes a copyright notice for 2023 Bridgeway Academy and a link to the Privacy Policy.

School Name	Number of Campuses	Number of Students	Status	Action
Suncoast Preparatory Academy	0	0	In-Active	Login As
Sunny Land Christian Alternative Education	0	0	In-Active	Login As
Sunrise Academy East [pre-registration]	0	2	Active	Login As
Sunrise Academy West	2	4	Active	Login As

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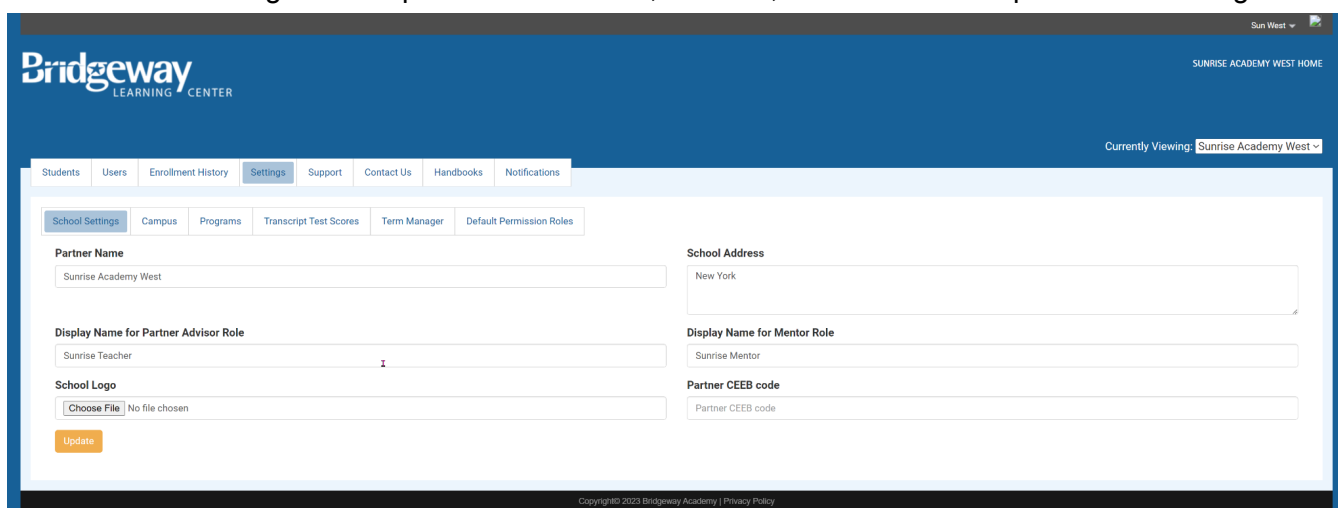
School Setup

After your school is setup and you have received your school administrator username and password, you are able to login and update the settings for your school as well as add users.

Select the **Settings** tab to access the settings for your school.

School Settings

Select School Settings tab to update school name, address, role names and upload a school logo.



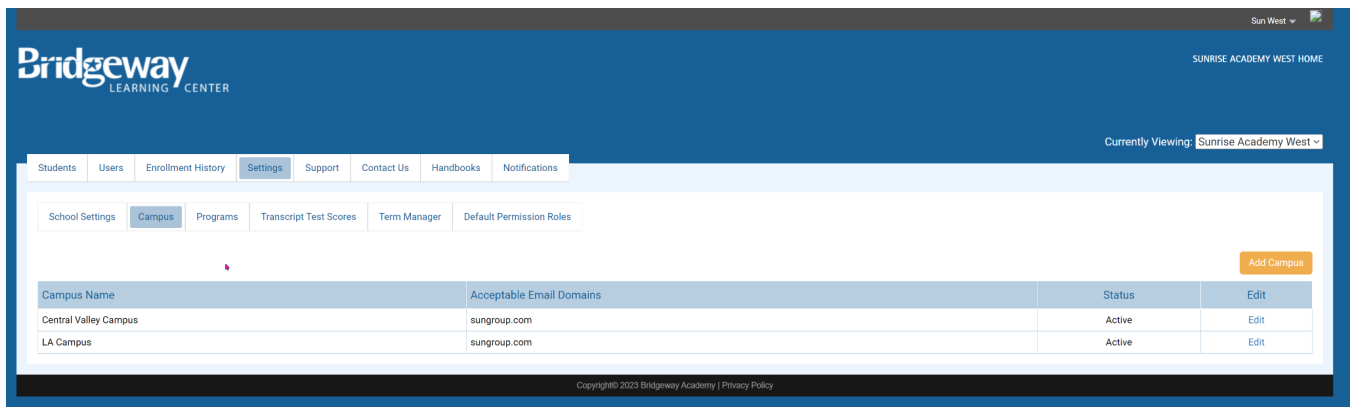
The screenshot shows the 'School Settings' page of the Bridgeway Learning Center. The page has a navigation bar with tabs for Students, Users, Enrollment History, Settings (selected), Support, Contact Us, Handbooks, and Notifications. Below the navigation bar, there are sub-tabs for School Settings, Campus, Programs, Transcript Test Scores, Term Manager, and Default Permission Roles. The main content area contains several form fields for updating school information:

- Partner Name:** Sunrise Academy West
- School Address:** New York
- Display Name for Partner Advisor Role:** Sunrise Teacher
- Display Name for Mentor Role:** Sunrise Mentor
- School Logo:** Choose File (No file chosen)
- Partner CEEB code:** Partner CEEB code

An 'Update' button is located at the bottom left of the form. The bottom of the page includes a copyright notice for 2023 Bridgeway Academy and a link to the Privacy Policy.

Campus Settings

Select the Campus tab to add or edit campuses. Students and partner advisors and teachers can be associated with a specific campus or multiple campuses. You can restrict which campuses a partner advisor or mentor can see.



Bridgeway LEARNING CENTER

SUNRISE ACADEMY WEST HOME

Currently Viewing: Sunrise Academy West

Students Users Enrollment History **Settings** Support Contact Us Handbooks Notifications

School Settings **Campus** Programs Transcript Test Scores Term Manager Default Permission Roles

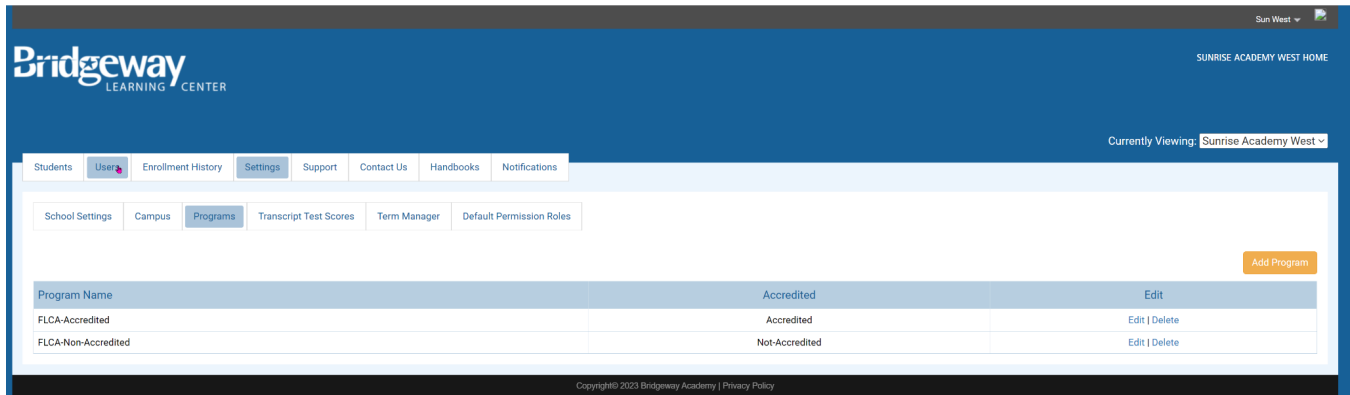
[Add Campus](#)

Campus Name	Acceptable Email Domains	Status	Edit
Central Valley Campus	sungroup.com	Active	Edit
LA Campus	sungroup.com	Active	Edit

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Programs

Select the Programs tab to add or edit a program. A school can group students into different programs. This is often a way to group students into an accredited or non-accredited program. Actions taken when courses are completed will function differently depending on the accredited setting.



Bridgeway LEARNING CENTER

SUNRISE ACADEMY WEST HOME

Currently Viewing: Sunrise Academy West

Students **Users** Enrollment History Settings Support Contact Us Handbooks Notifications

School Settings Campus **Programs** Transcript Test Scores Term Manager Default Permission Roles

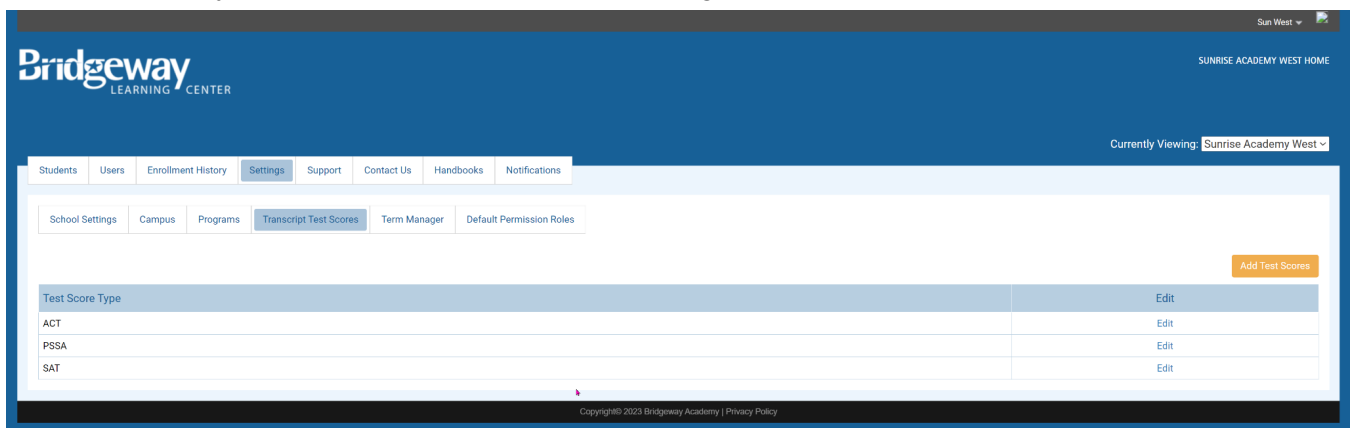
[Add Program](#)

Program Name	Accredited	Edit
FLCA-Accredited	Accredited	Edit Delete
FLCA-Non-Accredited	Not-Accredited	Edit Delete

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Transcript Test Scores

Partners are able to add test scores to a student's transcript. Select Transcript Test Scores to add or edit test scores types that will be selected when adding scores to the transcript.



Bridgeway LEARNING CENTER

SUNRISE ACADEMY WEST HOME

Currently Viewing: Sunrise Academy West

Students Users Enrollment History Settings Support Contact Us Handbooks Notifications

School Settings Campus Programs **Transcript Test Scores** Term Manager Default Permission Roles

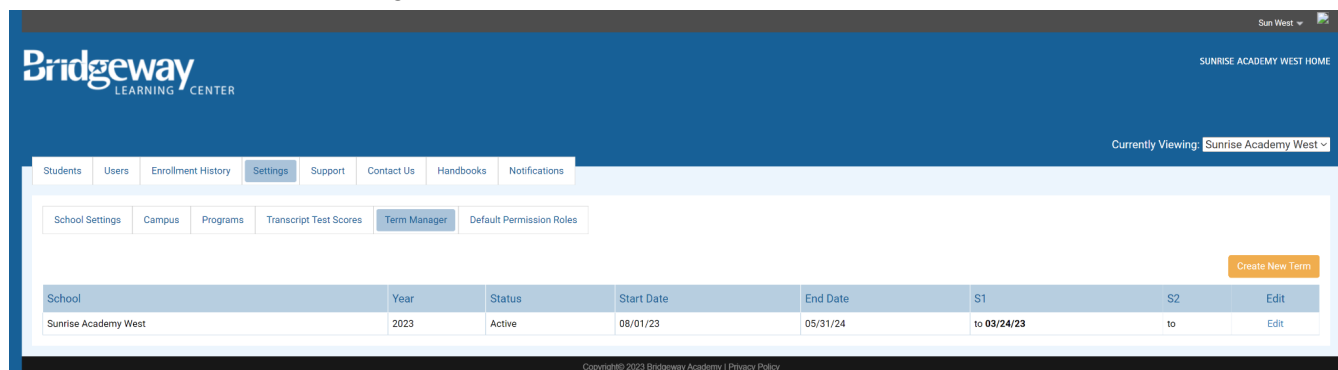
[Add Test Scores](#)

Test Score Type	Edit
ACT	Edit
PSSA	Edit
SAT	Edit

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Term Manager

The Term Manager is used to automatically set course start and end dates based on terms for each school. Select the Term Manager tab to add and edit terms for each school.



The screenshot shows the Bridgeway Learning Center interface. The top navigation bar includes links for Students, Users, Enrollment History, Settings (selected), Support, Contact Us, Handbooks, and Notifications. Below this, a sub-navigation bar includes School Settings, Campus, Programs, Transcript Test Scores, Term Manager (selected), and Default Permission Roles. A 'Create New Term' button is visible on the right. The main content area displays a table with the following data:

School	Year	Status	Start Date	End Date	S1	S2	Edit
Sunrise Academy West	2023	Active	08/01/23	05/31/24	to 03/24/23	to	Edit


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Default Permission Roles

Roles are used in the Bridgeway Partnership Portal to control permission to the functions available in the portal. The roles are flexible and can be used in a way that best suits your school.


- Related to an independent student
- Permissions defined in permission manager
- View student details

Partner Advisor




- Related to an independent student
- Student can have both a partner advisor and mentor related
- View student details and other actions defined in the permission manager

Mentor




- Not typically related to a student directly
- Can view all students in school
- Other actions based on permissions

School Admin



- Not typically related to a student directly
- Can view all students in district or organization
- Other actions based on permissions

District Admin



To set the default permissions for each role for each school, select Default Permission Roles to display the Role default settings. When creating users, roles can be overridden at the user level to provide individual users with custom permissions.

Default Permission Information

School Admin

District Admin

Sunrise Teacher

Sunrise Mentor

Define permissions for **School Admin**

Save

Advisor/Mentor

- ☒ Add/Edit all advisors
- ☒ Add/Edit all mentors
- ☒ Add/Edit all users
- ☒ View all advisors
- ☒ View all mentors

Settings

- ☒ Add/Update Campus
- ☒ Add/Update Program
- ☒ Create handbook
- ☒ Create notifications
- ☒ Update Role Permissions
- ☒ Update School Settings

Transcripts and Grades

- ☒ Accept marking period grades

Enrollments

- ☒ Add course to enrollment
- ☒ Add external course
- ☒ Drop/re-open course enrollment
- ☒ Manage enrollment status
- ☒ Update course enrollment

Students and Parents


- ☒ Add related contact
- ☒ Impersonate parent
- ☒ Impersonate Student
- ☒ Update parent and student Information
- ☒ View all students
- ☒ View all students in campus
- ☒ View own students

User Settings

- ☐ Create Change Request

User Management

Users can be added to your portal by admins with permission to add/edit users. Select the Users tab to edit users. A list of existing users is displayed and can be edited by selecting Edit.


SUNRISE ACADEMY WEST HOME

Students
Users
Enrollment History
Settings
Support
Contact Us
Handbooks
Notifications

Currently Viewing: Sunrise Academy West

Search: Search Select Role Default Permission Roles Create User

User Name	Email/Username	Role	Campus	Status	Action
Sun MentorA	cvmentor@sungroup.com	Sunrise Mentor	Central Valley Campus	Active	Edit
Sun MentorB	lmentor@sungroup.com	Sunrise Mentor	LA Campus	Active	Edit
Sun MentorC	cvmentorC@sungroup.com	Sunrise Mentor	Central Valley Campus	Active	Edit
Sun TeacherA	lateacher@sungroup.com	Sunrise Teacher	All Campuses	Active	Edit
Sun TeacherB	cvteacher@sungroup.com	Sunrise Teacher	Central Valley Campus	Active	Edit
Sun TeacherC	cvteacherC@sungroup.com	Sunrise Teacher	Central Valley Campus	Active	Edit
Sun West	sunadmin@sungroup.com	School Admin	All Campuses	Active	Edit

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1. Username must be the user's email address. The email address must be a part of the domain identified when your partnership account is created.
2. Once a user is created, you are not able to modify the username.
3. Each user must have an assigned role in order to login.
4. Users can have more than one role. For example, a user may serve as an advisor for some students and a mentor for another.

User Information

Account Info

Permissions

First Name

Sun

Last Name

MentorA

Username

cvmentor@sungroup.com

Password *Use only to update*

Password

Campus

Central Valley Campus

Status

Active

Roles

☐ School Admin
 ☐ District Admin
 ☐ Sunrise Teacher
 ☒ Sunrise Mentor

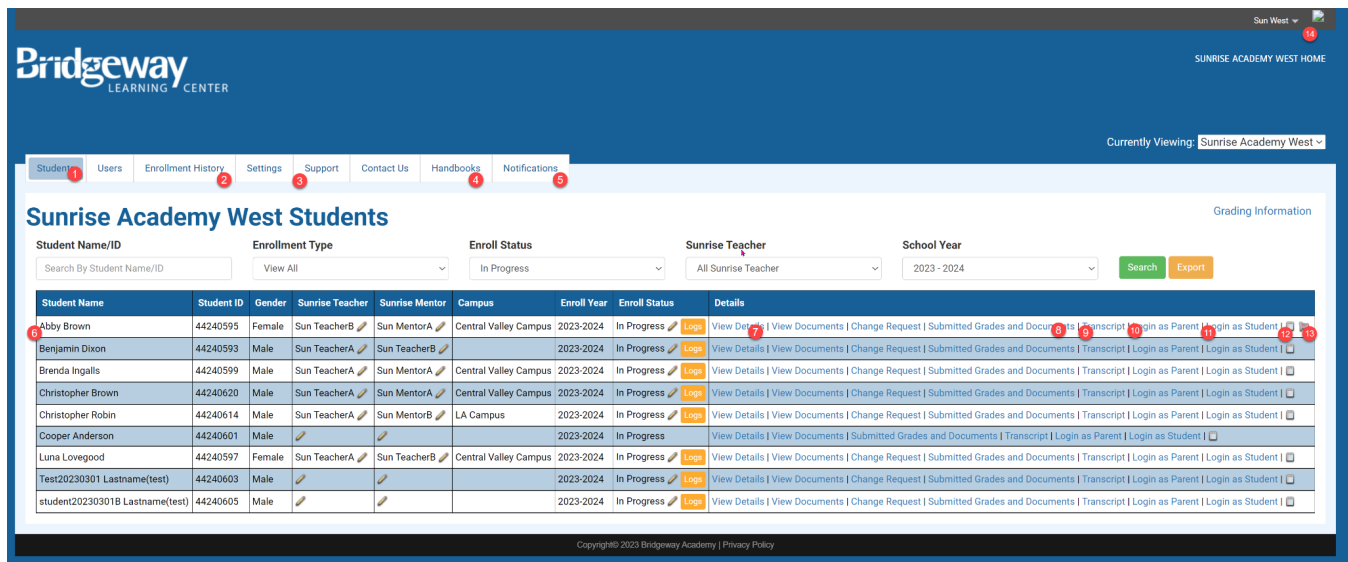
Update User

Modifying user Permissions

User permissions can be modified for a user by selecting the Permissions tab when viewing User Information and selecting functions that user can access based on roles assigned.

BPP Partner Portal Overview - Student Management

The BPP dashboard is displayed below.



- Students** - students who have a completed registration show on this tab. This view can be filtered by program, grade level, teacher, and academic year. Search by individual student name is also available.
- Enrollment History** - see a list of orders created when parents complete the registration for students.
- Handbooks** - upload and link to resources for parents and students to view in the My Learning Center portal.
- Notifications** - create notifications that are displayed in the My Learning Center portal.
- Export** - export the filtered view to an excel document.
- Contact management** - view and edit the contact information for parents and students. Additional related contacts are also added here.
- View Details** - course enrollment details are displayed including enrolled courses enrollments and grades. Additional functionality to add new courses or external courses is also available here.
- Submitted Grades and Documents** - view submitted Marking Period Reports, accept Marking Period grades, add a new Marking Period report.
- Transcript** - view transcript and transcript evaluation report for this student.
- Notes** - add and view notes associated with this student.
- Login as Parent** - users with permission can impersonate the parent login.
- Login as Student** - users with permission can impersonate the student login.
- Marking Period Report Alert** - this icon is displayed if a new Marking Period Report has been submitted for this enrollment.
- My Account** - update password, profile picture.

Registering Students

There are two ways of registering students:

1. Direct Registration

- a. Customer portal for your partnership.
- b. Family or Partner Admin registers students.
- c. Enrollments, Independent SP, or Live Online Classes can be selected.
- d. Courses selected by partner are available for enrollment.
- e. Parent or Partner or both receive a receipt for enrollment.

2. Partner Registration

- a. Partner registers students directly in the Bridgeway Partnership Portal (BPP)
- b. Student and parent information is entered, and courses selected.
- c. Order is created and parent or partner or both receive a receipt for enrollment.

Parent or Admin Direct Registration

Access Details	
Registration URL: https://order.homeschoolacademy.com/index.cfm?spage=partner	Partner ID: emailed
Partner Enrollment Access: https://learn.homeschoolacademy.com/partner	Username: emailed Password: emailed

Navigate to the Partner Registration page and enter the Partner ID to register students for products and packages available to your partnership. Parents will enter the partner ID only and continue through the purchase process. Partners creating registration on behalf of their students will enter the partner ID and password to register students.

Welcome to the Bridgeway Partner Program

Please enter in your "Partner ID" below to get started. Once confirmed you will be able to continue to the enrollment process.

Do you have a Partner ID?

PARTNER ID

If you are a partner administrator, [click here](#)

Confirm Partner ID

Need help?

Call 1-800-863-1474 and an Admissions Representative will be happy to assist you with the process.

The Bridgeway Online Store uses industry-standard encryption to protect the confidentiality of the information you submit. [Learn more about our Privacy Policy.](#)

Enter the partner ID and then select Confirm Partner ID. If you are a partner admin and will be entering a registration on behalf of the student, click the partner administrator link.

Sunrise Academy West

Login with your Bridgeway ID

BRIDGEWAY ID

Verify

New to Bridgeway?

Create your account

Welcome to the Sunrise Academy West ordering system.

Order Summary

No items currently in cart

Need help?

Call 1-800-863-1474 and an Admissions Representative will be happy to assist you with the process.

The Bridgeway Online Store uses industry-standard encryption to protect the confidentiality of the information you submit. [Learn more about our Privacy Policy.](#)

Sunrise Academy West

Select a product to continue.



Fully Support Homeschool
Enrollment Packages

Total Care package includes curriculum, recordkeeping, advisor support, live online classes and community involvement. Choose from live classes, online self-paced, or textbook courses.

[SELECT](#)



Independent Study
Individual Self-Paced

The pre-recorded nature of our online courses means your student can access class at any time, day or night, from anywhere, while still providing opportunities for student engagement. While there's no set schedule for class, the online courses include assessments to gauge your student's understanding and teachers to grade your student's assignments.

[SELECT](#)



Live Learning
Individual Online Classes

Interactive Live Online Classes combine certified, enthusiastic expert teachers with students from across the country and around the world to spark curiosity, make learning exciting, and help kids develop 21st-century skills.

[SELECT](#)

Welcome to the Sunrise Academy West ordering system.

Order Summary

No items currently in cart

Need help?

Call 1-800-863-1474 and an Admissions Representative will be happy to assist you with the process.

This screen will vary based on the options you are offering to your families. Parent or partner will select the option they would like to register. Only one option can be selected per transaction.

Select Your Enrollment Programs

<p>1st-5th Grade Records and Support Package - Partner</p> <p>This package allows you to use the curriculum of your choice. It includes recordkeeping and our accreditation for up to 7 courses as well as advisor support.</p> <p>VIEW OPTIONS</p>	<p>1st-5th Grade Total Care HOPE Blended Program - Partner</p> <p>This program allows students to complete individualized therapy along with their coursework. It includes advisor support, recordkeeping, and our accreditation.</p> <p>VIEW OPTIONS</p>	<p>1st-5th Grade Total Care HOPE Blended Program (Half Year) - Partner</p> <p>This program allows students to complete individualized therapy along with their coursework. It includes advisor support, recordkeeping, and our accreditation.</p> <p>VIEW OPTIONS</p>
<p>1st-5th Grade Total Care HOPE Textbook Program - Partner</p> <p>This program allows students to complete individualized therapy along with their coursework. It includes advisor support, recordkeeping, and our accreditation.</p> <p>VIEW OPTIONS</p>	<p>1st-5th Grade Total Care HOPE Textbook Program (Half Year) - Partner</p> <p>This program allows students to complete individualized therapy along with their coursework. It includes advisor support, recordkeeping, and our accreditation.</p> <p>VIEW OPTIONS</p>	<p>1st-5th Grade Total Care Textbook Program - Partner</p> <p>Choose from secular or non-secular curriculum. Our textbook program includes advisor support, recordkeeping, and our accreditation for up to 7 courses.</p> <p>VIEW OPTIONS</p>
<p>1st-5th Grade Total Care Textbook Program (Half Year) - Partner</p> <p>Choose from secular or non-secular curriculum. Our textbook program includes advisor support, recordkeeping, and accreditation for up to 7 half year courses.</p> <p>VIEW OPTIONS</p>	<p>1st-6th Grade Total Care Blended Self-Paced Program - Partner</p> <p>This program provides a mix of textbook and online coursework. It includes advisor support, recordkeeping, and our accreditation for up to 7 courses.</p> <p>VIEW OPTIONS</p>	<p>1st-6th Grade Total Care Blended Self-Paced Program (Half Year) - Partner</p> <p>This program provides a mix of textbook and online coursework. It includes advisor support, recordkeeping, and our accreditation for up to 7 half year courses.</p> <p>VIEW OPTIONS</p>

If you are registering a returning student, select the option **I am a returning family** and enter the Bridgeway Learning Center username and password (Parent) or enter the Bridgeway ID (parent) or Student ID.

Select the product you wish to purchase. Select **View Options** to view the payment plans available.

Select the payment plan and then **Add to Cart**. You cannot select more than one product. If you need an additional product, please create a separate order.

Student Details

Create a New Student

STUDENT FIRST NAME

STUDENT LAST NAME

GRADE

9

ENROLLMENT YEAR

-- Please Select --

GENDER

-- Please Select --

DATE OF BIRTH

--

--

--

IS YOUR STUDENT NCAA BOUND?

No

HELP?

Next

Order Summary

9th-12th Grade Total Care Program- Textbook-Freedom Center

1 X

\$2,985.00

\$1,492.50 down and 1 installments of \$1,492.50

Need help?

Call 1-800-863-1474 and an Admissions Representative will be happy to assist you with the process.

Complete the student registration information. Make sure and review the Order Summary to verify you are purchasing the correct product. Click **Next** to continue and enter the parent details.

Important: If you are registering an existing student, the information displayed is what is currently stored on the student and parent card. Any changes you make will overwrite the existing information.

Parent Details

Enter in your parent information

PRIMARY PARENT FIRST NAME <input type="text" value="Parent101920"/>	PRIMARY PARENT LAST NAME <input type="text" value="Demo"/>
PHONE <input type="text" value="5551112222"/>	ALTERNATIVE PHONE <input type="text"/>
YOUR EMAIL <input type="text" value=" "/>	YOUR ALTERNATIVE EMAIL <input type="text"/>
STREET ADDRESS <input type="text" value="5316 Brown Avenue"/>	
CITY <input type="text" value="Jamaica"/>	ZIP CODE <input type="text" value="13346"/>
STATE <input type="text" value="New York"/>	COUNTRY <input type="text" value="USA"/>
SECONDARY PARENT NAME <input type="text"/>	
IS YOUR FAMILY AN ACTIVE US MILITARY FAMILY / CHRISTIAN MISSIONARY? <input type="text" value="NO"/>	

Order Summary

9th-12th Grade Total Care Program- Textbook-Freedom Center	1 X \$2,985.00
\$1,492.50 down and 1 installments of \$1,492.50	

Need help?

Call 1-800-863-1474 and an Admissions Representative will be happy to assist you with the process.

Enter the parent contact information. Parents will receive a confirmation email at the email address entered. Select **Next** to continue.

Configure Your Order

Enrollment for FC Student Demo

Add a Live Online Class

Live Online Classes are taught and graded by Bridgeway teachers. They typically meet once per week and offer peer interaction. Lots of great titles to choose from. Live Online Classes are available for 1st-12th grade. See below for available classes for your grade level.



Order

9th-12th Grade Total Care Program- Textbook-Freedom Center	1 X \$2,985.00
\$1,492.50 down and 1 installments of \$1,492.50 Change Plan	
Remove	

Subtotal **\$2,985.00**

Shipping (Domestic) \$35.00

Have a coupon code? [Enter it now](#)

[Apply](#) [Cancel](#)

Order Total **\$3,020.00**

Amount Paying Now \$1,527.50
Amount Paying Later \$1,492.50

CHECK OUT

Review your order. Any additional fees are displayed on this screen. Select **Check Out** to continue.

Payment & Billing Details

Payment Method

- ☒ Credit Card/Debit Card
- ☐ ACH From Checking/Savings Account
(Takes 5 business days for us to receive funds and begin processing orders.)
- ☐ School Purchase Order
- ☐ Wire Transfer (Order processes only after funds are received.)

Billing Details

FIRST NAME ON CARD

LAST NAME ON CARD

CARD NUMBER

SECURITY CODE

CARD TYPE

Visa

EXPIRY

7

2021

STREET ADDRESS

5316 Brown Avenue

CITY

Jamaica

ZIP CODE

13346

STATE

COUNTRY

Order

9th-12th Grade Total Care Program- Textbook-Freedom Center

1 X

\$2,985.00

\$1,492.50 down and 1 installments of \$1,492.50

Subtotal

\$2,985.00

Shipping (Domestic)

\$35.00

Order Total

\$3,020.00

Amount Paying Now

\$1,527.50

Amount Paying Later

\$1,492.50

Parent/Guardian Authority

☐ I confirm that I am the parent/guardian with authority to make school based enrollment decisions.

Terms & Conditions

[Click here](#) to view Terms & Conditions
 ☐ I accept the terms and conditions

Payment Plan Terms

[Click here](#) to view Payment Plan Terms
 ☐ I accept the payment terms

MAKE PAYMENT

Select the payment method. If you select School Purchase Order, the purchase order must be received and verified before this enrollment is assigned to an advisor. Select **Make Payment** to complete the enrollment.

A receipt and parent login information will be generated and sent to the email address entered on the parent detail screen.

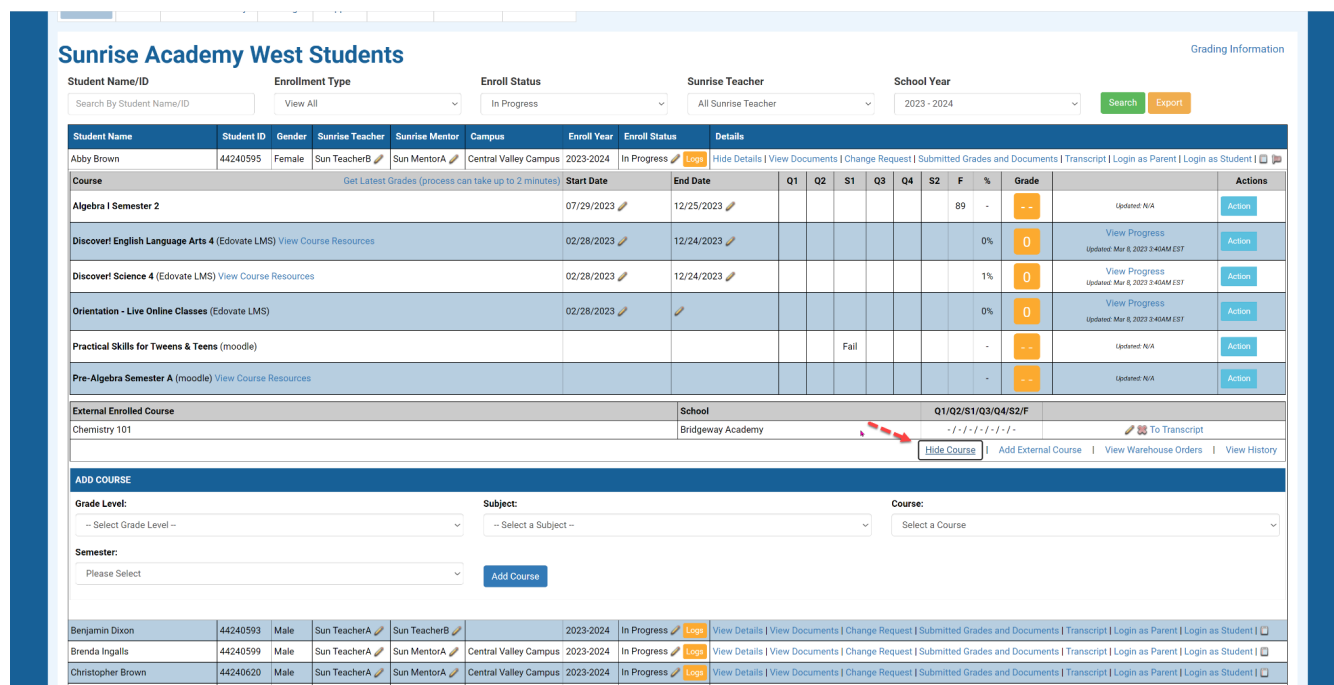
Course Management

Adding and Dropping a Course

After a student registration is complete and approved, Partner admins can modify enrollments by adding additional courses or dropping courses. Partners must work with Edovate to prepare courses available for adding to an enrollment.

Adding an Additional Course

To enroll a student in an additional course, locate the student on the Students tab in the BPP and then select View Details. Select Add Course from the menu under the current details to display the AddCourse selection screen. Filter by grade level and then subject to display list of available courses. Select the semester the course is to be completed and click Add Course.



The screenshot shows the 'Sunrise Academy West Students' portal. At the top, there are filters for Student Name/ID, Enrollment Type, Enrollment Status, Sunrise Teacher, and School Year. Below these filters is a table of student records. The 'Add Course' section is highlighted, showing a form to select a course. The form includes dropdowns for Grade Level, Subject, and Course, and a button to 'Add Course'.

Student Name	Student ID	Gender	Sunrise Teacher	Sunrise Mentor	Campus	Enroll Year	Enroll Status	Details
Abby Brown	44240595	Female	Sun TeacherB	Sun MentorA	Central Valley Campus	2023-2024	In Progress	View Details View Documents Change Request Submitted Grades and Documents Transcript Login as Parent Login as Student

ADD COURSE

Grade Level:

Subject:

Course:

Semester:

[Add Course](#)

Note: If a student is enrolled in a full year course, be sure and enroll in a Semester A and Semester B course.

When clicking **Add Course** the course is added to the student's enrollment and will be displayed in the My Learning Center portal.

Adding an External Course

An External Course is a course that is taken outside of the offering by the school partner at another institution or with another curriculum provider during the enrollment year. To add an external course to a student's enrollment, click on **View Details** on the Student Enrollment and select Add External Course.

Alternatively, you can also add external courses directly to the transcript.

Sunrise Academy West Students

Student Name/ID: Enrollment Type: Enrollment Status: Sunrise Teacher: School Year:

Student Name	Student ID	Gender	Sunrise Teacher	Sunrise Mentor	Campus	Enroll Year	Enroll Status	Details
Abby Brown	44240595	Female	Sun TeacherB	Sun MentorA	Central Valley Campus	2023-2024	In Progress	Login Hide Details View Documents Change Request Submitted Grades and Documents Transcript Login as Parent Login as Student

Course	Start Date	End Date	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions
Algebra I Semester 2	07/29/2023	12/25/2023								89	-	Action
Discover! English Language Arts 4 (Edovate LMS) View Course Resources	02/28/2023	12/24/2023								0%	0	View Progress Updated: Mar 8, 2023 3:40AM EST Action
Discover! Science 4 (Edovate LMS) View Course Resources	02/28/2023	12/24/2023								1%	0	View Progress Updated: Mar 8, 2023 3:40AM EST Action
Orientation - Live Online Classes (Edovate LMS)	02/28/2023									0%	0	View Progress Updated: Mar 8, 2023 3:40AM EST Action
Practical Skills for Tweens & Teens (moodle)										-	-	Action
Pre-Algebra Semester A (moodle) View Course Resources										-	-	Action

External Enrolled Course: School: Q1/Q2/S1/Q3/Q4/S2/F: [To Transcript](#)

[Add Course](#) [Hide External Course](#) [View Warehouse Orders](#) [View History](#)

ADD EXTERNAL COURSE

Course	Credit Earned	Institution Name	Grad. Req.	GPA Scale	Acad. Year	Acad. Grade	Grade Per.	Grade Letter
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Q1: <input type="text"/> Q1: <input type="text"/> Q2: <input type="text"/> Q2: <input type="text"/> S1: <input type="text"/> S1: <input type="text"/> Q3: <input type="text"/> Q3: <input type="text"/> Q4: <input type="text"/> Q4: <input type="text"/> S2: <input type="text"/> S2: <input type="text"/>	<input type="text"/>

The external course fields are described below.

1. Course - course name. This is a plain text field and can contain any text value.
2. Credit earned - for HS credit course, enter the amount of credit you are awarding for this course.
3. Institution name - only Bridgeway Academy is allowed for external courses. To add transfer courses from other institutions, go to the student's transcript. Transfer grades are not included in the GPA.
4. Graduation Requirements - select this if the external course meets a graduation requirement. [Refer to the chart below for more information.](#)
5. GPA Scale - select the appropriate [GPA scale](#) for this course.
6. Academic Year - select the academic year from the drop down menu.
7. Grad Per - enter the grade percentage earned by the student for this course.
8. Grade Letter - this is calculated based on the grade percentage entered. It can be changed if the external institution has a different GPA scale.

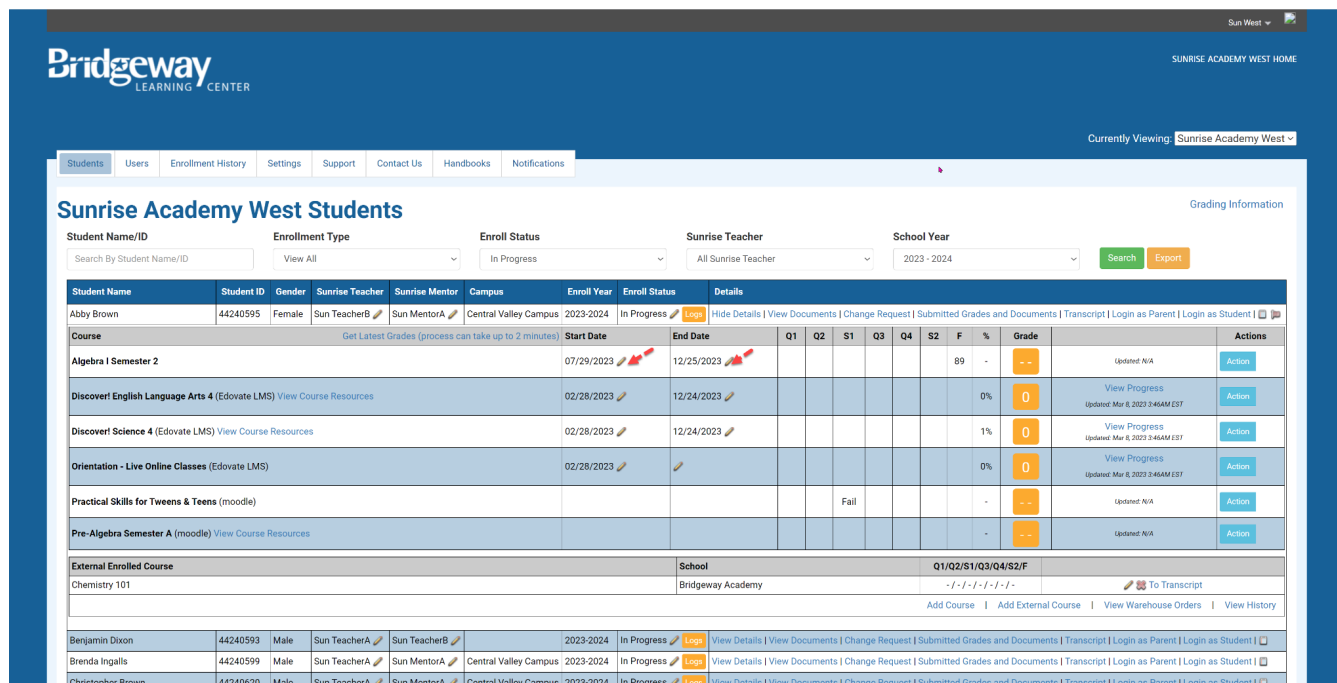
Graduation Requirements

	Technical	Academic	College Prep	NCAA	Honors	Associates Degree College Now Program	Course Notes
Math	3 Credits Required	3 Credits Required Must include Algebra I	3 Credits Required Including Algebra I, Geometry and Algebra II	3 Credits Required, Algebra I or higher	4 Credits Required Including Algebra I, Geometry, Algebra II, Advanced Math	Algebra 1, Geometry, Algebra 2 needed before 11 th grade. 11 th & 12 th : 3, DE credits Math/Science Includes courses in Formal/ Symbolic Logic, Statistics, and Mathematics.	Available AP courses: AP Calculus AB* AP Statistics*
English	4 Credits Required	4 Credits Required	4 Credits Required Vocab Program Required	4 Credits Required Vocab Program Required	4 Credits Required Must include either Brit or American Lit and College Comp or AP Lang/Lit & Comp strongly recommended Vocab Program Required	2 credits, preferably Honors level, required before 11 th grade. 11 th and 12 th : 3, DE credits Communication	Available AP courses: AP English Language and Composition* AP English Literature and Composition*
Social Studies	4 Credits Required which must consist of US History, W. Geography, W History and US Government	4 Credits Required which must consist of US History, W. Geography, W History and US Government	4 Credits Required which must consist of US History, W. Geography, W History and US Government	4 Credits Required which must consist of US History, W. Geography, W History and US Government (Meets NCAA requirement for 2 Social Science + 2 additional core courses)	4 Credits Required which must consist of US History, W. Geography, W History and US Government	World Geography required before 11 th grade. Must cover US History, World History, and US Government, while earning 2, DE credits in Social/ Behavioral Sciences and 1, DE credit in Humanities.	History Courses: US History I US History II World History AP US History* AP World History* Humanities Courses: US Government World Geography Economics Constitution Collectivism AP Human Geography* AP US Govt & Politics*
Science	3 Credits Required	3 Credits Required	3 Credits Required Must include Biology and either Chemistry or Physics	3 Credits Required (NCAA only requires 2 but Bridgeway requires 3 – 3 rd science course meets requirement for Extra English, Science or Math Core Course) 1 Science Lab	4 Credits Required Must include Biology, either Chemistry or Physics, plus Advanced Science	Biology and Chemistry before 11 th grade. 3, DE credits Math/Science Includes courses in Biological Science (e.g., Biochemistry, Biology, Ecology), Physical Science (e.g., Astronomy, Chemistry, Earth Science, Physics), and Technology	Available AP Courses: AP Environmental Science*
General Electives	4 Credits	4 Credits	4 Credits Required	4 Credits Required	4 Credits Required	8 Multidisciplinary Studies Credits (the rest of what is needed to finish out our high school requirements plus electives of your choice)	<i>Required courses: Personal Finance, Health, Art and/or Music, Technology, State History and Speech can meet these elective requirements. A Public Speaking course is available for Live Online students.</i>
Humanities Electives <i>(these are in addition to the social studies humanities requirement)</i>	2 Required Must include one course in nondoctrinal religion, Bible survey, or Successful Living.	2 Required Must include one course in nondoctrinal religion, Bible survey, or Successful Living.	2 Required Must include one course in nondoctrinal religion, Bible survey, or Successful Living.	4 years of extra core courses (from English, Science, Math, or SS or foreign language). Must include one course in nondoctrinal religion, Bible survey, or Successful Living.	2 Required Must include one course in nondoctrinal religion, Bible survey, or Successful Living	3, DE credits Bible/Religion Includes courses in Bible, theology, church history, and religion.	AP Psychology*
Foreign Language	(not required but can be taken to meet humanities requirement)	(not required but can be taken to meet humanities requirement)	2 Credits Required, preferably of the same language	2 Credits Required, preferably of the same language (Not required by NCAA but required by Bridgeway and meets Core Elective Requirement above)	3 Credits Required, preferably of the same language	2 credits required before 11 th grade	AP French Language and Culture* AP Spanish Language and Culture* <i>NCAA Students: must complete textbook foreign language, or Elite package foreign language. Rosetta Stone is not approved for NCAA students.</i>
Required Courses	Health, Speech, Art and/or Music, Personal Finance, State History and Technology	Health, Speech, Art and/or Music, Technology, State History and Personal Finance	Health, Speech, Art and/or Music, Technology, State History and Personal Finance	Health, Speech, Art and/or Music, Technology, State History and Personal Finance	Health, Speech, Art and/or Music, Technology, State History and Personal Finance	Personal Finance, Health, Speech, Art and/or Music, Bible, Technology, and State History (Personal Finance and Health required before 11 th grade)	
PE	1 Credit	1 Credit	1 Credit	1 Credit	1 Credit	1 Credit	120 hours of logged PE is required – PE is recommended every year of high school
Notes	21 Credits For students seeking a career path rather than college.	21 Credits For students planning to attend community college or vocational school.	23 Credits For students applying to moderately selective colleges	23 Credits For students planning to meet NCAA eligibility requirements. Students must earn the NCAA minimum GPA and corresponding SAT/ACT score for eligibility.	26 Credits For students applying to more selective colleges – we recommend that Honors students take at least 2 AP courses if possible.	For students who want to earn their Associates Degree while completing High School. Associates Degree Candidates take 10 college courses per school year. This includes high school credits and translates to 60 college credits. Students must be on our College Prep or Honors track from 9 th grade.	<i>Dual Enrollment courses are also available through Ohio Christian University for any high school student that is academically ready. DE courses count toward high school requirements and earn college credit.</i>

*Additional Fee required for AP level courses

Changing an Enrollment Start or End Date

The start and end dates are entered at the time of creating an enrollment. These dates are assigned based on the terms set in the term manager set for you by Bridgeway admins. These dates align to your school calendar. a logged-in administrator can change the start and end date. To change a date, select **View Details** on the Students tab next to the student name. Select the edit icon to change the date.



Sunrise Academy West Students

Grading Information

Student Name/ID: Search By Student Name/ID | Enrollment Type: View All | Enrollment Status: In Progress | Sunrise Teacher: All Sunrise Teacher | School Year: 2023 - 2024 | Search | Export

Student Name	Student ID	Gender	Sunrise Teacher	Sunrise Mentor	Campus	Enroll Year	Enroll Status	Details																				
Abby Brown	44240595	Female	Sun TeacherB	Sun MentorA	Central Valley Campus	2023-2024	In Progress	View Details View Documents Change Request Submitted Grades and Documents Transcript Login as Parent Login as Student																				
Course Get Latest Grades (process can take up to 2 minutes)																												
Algebra I Semester 2						07/29/2023	12/25/2023	<table border="1"> <thead> <tr> <th>Q1</th><th>Q2</th><th>S1</th><th>Q3</th><th>Q4</th><th>S2</th><th>F</th><th>%</th><th>Grade</th><th>Actions</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>89</td><td>-</td><td>Updated N/A</td></tr> </tbody> </table>	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions								89	-	Updated N/A
Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions																			
							89	-	Updated N/A																			
Discover! English Language Arts 4 (Edovate LMS) View Course Resources						02/28/2023	12/24/2023	<table border="1"> <thead> <tr> <th>Q1</th><th>Q2</th><th>S1</th><th>Q3</th><th>Q4</th><th>S2</th><th>F</th><th>%</th><th>Grade</th><th>Actions</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0%</td><td>0</td><td>View Progress</td></tr> </tbody> </table>	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions								0%	0	View Progress
Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions																			
							0%	0	View Progress																			
Discover! Science 4 (Edovate LMS) View Course Resources						02/28/2023	12/24/2023	<table border="1"> <thead> <tr> <th>Q1</th><th>Q2</th><th>S1</th><th>Q3</th><th>Q4</th><th>S2</th><th>F</th><th>%</th><th>Grade</th><th>Actions</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>1%</td><td>0</td><td>View Progress</td></tr> </tbody> </table>	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions								1%	0	View Progress
Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions																			
							1%	0	View Progress																			
Orientation - Live Online Classes (Edovate LMS)						02/28/2023		<table border="1"> <thead> <tr> <th>Q1</th><th>Q2</th><th>S1</th><th>Q3</th><th>Q4</th><th>S2</th><th>F</th><th>%</th><th>Grade</th><th>Actions</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0%</td><td>0</td><td>View Progress</td></tr> </tbody> </table>	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions								0%	0	View Progress
Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions																			
							0%	0	View Progress																			
Practical Skills for Tweens & Teens (moodle)								<table border="1"> <thead> <tr> <th>Q1</th><th>Q2</th><th>S1</th><th>Q3</th><th>Q4</th><th>S2</th><th>F</th><th>%</th><th>Grade</th><th>Actions</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>-</td><td>-</td><td>Updated N/A</td></tr> </tbody> </table>	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions								-	-	Updated N/A
Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions																			
							-	-	Updated N/A																			
Pre-Algebra Semester A (moodle) View Course Resources								<table border="1"> <thead> <tr> <th>Q1</th><th>Q2</th><th>S1</th><th>Q3</th><th>Q4</th><th>S2</th><th>F</th><th>%</th><th>Grade</th><th>Actions</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>-</td><td>-</td><td>Updated N/A</td></tr> </tbody> </table>	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions								-	-	Updated N/A
Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Actions																			
							-	-	Updated N/A																			
External Enrolled Course						School		Q1/Q2/S1/Q3/Q4/S2/F																				
Chemistry 101						Bridgeway Academy		-/-/-/-/-/-/-																				
								Add Course Add External Course View Warehouse Orders View History																				
Benjamin Dixon	44240593	Male	Sun TeacherA	Sun TeacherB		2023-2024	In Progress	View Details View Documents Change Request Submitted Grades and Documents Transcript Login as Parent Login as Student																				
Brenda Ingalls	44240599	Male	Sun TeacherA	Sun MentorA	Central Valley Campus	2023-2024	In Progress	View Details View Documents Change Request Submitted Grades and Documents Transcript Login as Parent Login as Student																				
Christopher Brown	44240620	Male	Sun TeacherA	Sun MentorA	Central Valley Campus	2023-2024	In Progress	View Details View Documents Change Request Submitted Grades and Documents Transcript Login as Parent Login as Student																				

Note: Due dates in the My Learning Center portal are based on the school calendar. Parents and students will see any adjusted start and end dates, but the due dates will remain based on the school calendar.

Enrollment History

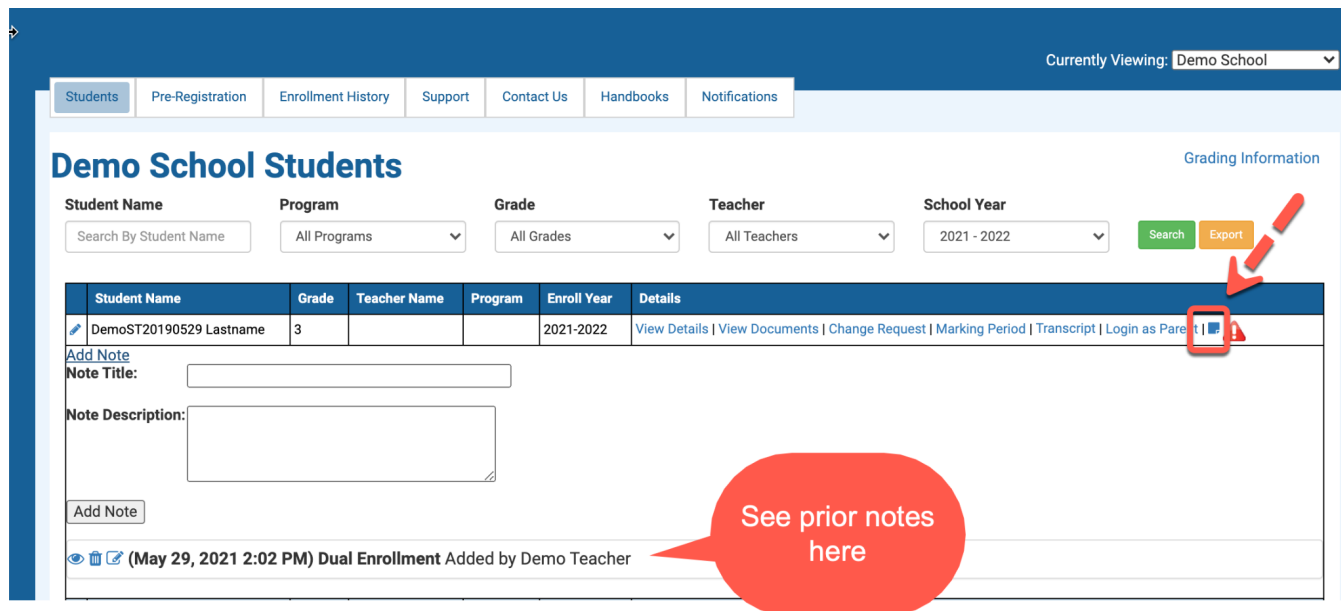
The Enrollment History tab is available to logged in users with Admin permissions. The enrollment history shows all of the enrollment orders entered through the Create Enrollment form.

The orders shown on this view pull from the school added at the time of the order. Orders are shown for the school the logged in user has permission to view.

Adding and Viewing Student Notes

Notes can be added to each student enrollment record. These notes are only viewable in the BPP by logged in administrators. Students and parents will never see these notes. Notes are displayed for each student record so notes will be viewable year after year.

To add a note, click the note icon next to the enrollment for the student you want to add a note for. You can view, edit and delete prior notes.



Currently Viewing: Demo School


Students Pre-Registration Enrollment History Support Contact Us Handbooks Notifications

Demo School Students

Grading Information

Student Name Program Grade Teacher School Year

Search By Student Name All Programs All Grades All Teachers 2021 - 2022 Search Export



Student Name	Grade	Teacher Name	Program	Enroll Year	Details
DemoST20190529 Lastname	3			2021-2022	View Details View Documents Change Request Marking Period Transcript Login as Parent 

Add Note

Note Title:

Note Description:

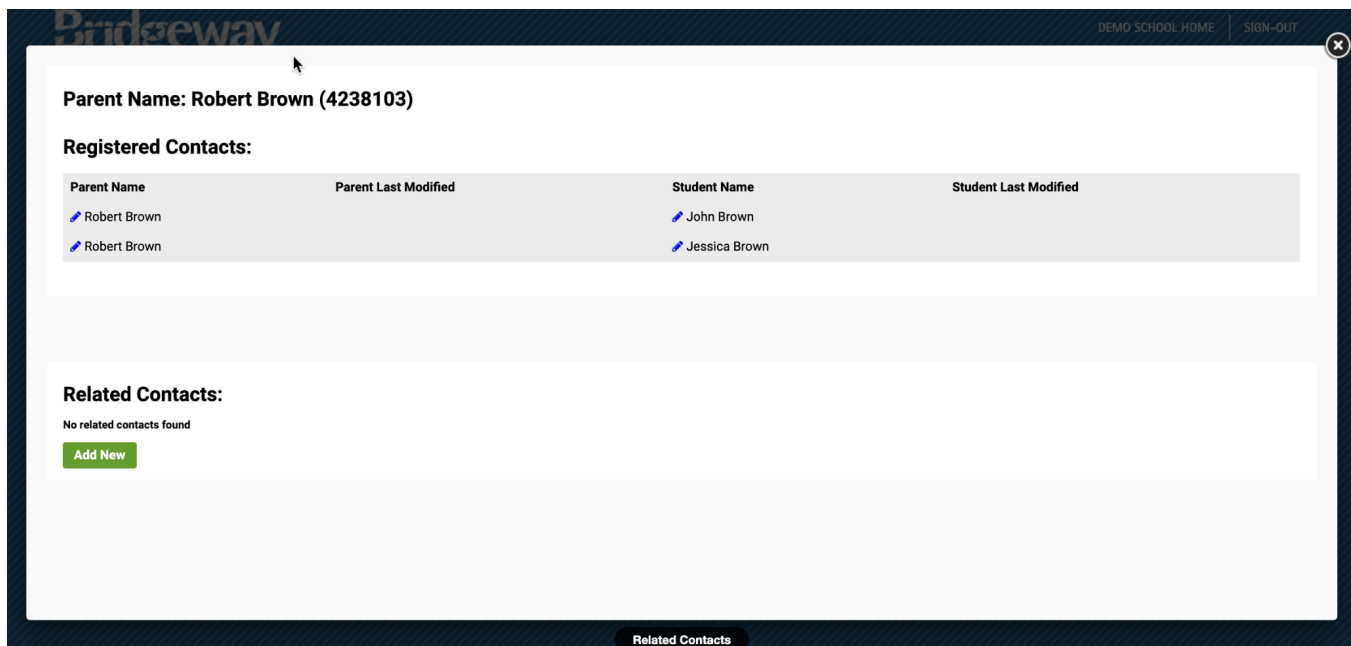
Add Note

  (May 29, 2021 2:02 PM) Dual Enrollment Added by Demo Teacher

See prior notes here





Updating Contact Information

Partner administrators can update student and parent contact information by clicking the edit icon next to the student name. Editing the parent information allows the admin to update the email, phone, address of the parent contact. This information will flow through to the student contacts related to the parent.



Parent Name: Robert Brown (4238103)

Registered Contacts:

Parent Name	Parent Last Modified	Student Name	Student Last Modified
 Robert Brown		 John Brown	
 Robert Brown		 Jessica Brown	

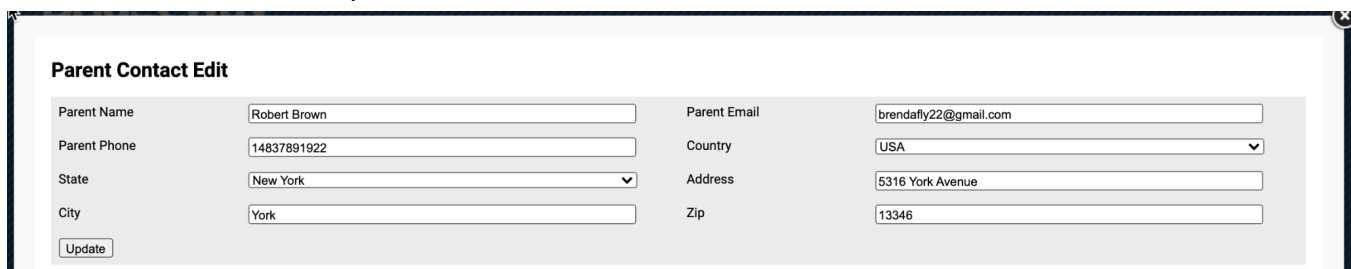
Related Contacts:

No related contacts found

[Add New](#)

Related Contacts

Fields that are editable for parents are shown below.



Parent Contact Edit

Parent Name	<input type="text" value="Robert Brown"/>	Parent Email	<input type="text" value="brendafly22@gmail.com"/>
Parent Phone	<input type="text" value="14837891922"/>	Country	<input type="text" value="USA"/>
State	<input type="text" value="New York"/>	Address	<input type="text" value="5316 York Avenue"/>
City	<input type="text" value="York"/>	Zip	<input type="text" value="13346"/>
<input type="button" value="Update"/>			

Admins can also add a related contact for students. This allows a login to be created for tutors and other stakeholders who need to view student information. Related contacts can only view student information; there are no actions allowed. Click **Add New** to add a related contact, then complete the contact information.

Parent Name
Robert Brown (4238103)

Contact List

Add Related Contacts

Contact Name
Relationship
Contact Email
Contact Phone
Students

Mother

☐ Jessica Brown
☐ John Brown

Add

When creating a related contact, be sure and select the students that this related contact should be able to view. Related contacts can be edited from this view as well. Related contacts receive an email when the contact is created with information about how to login to the My Learning Center portal.

Viewing and Accepting Marking Period Reports

Marking Period Reports are submitted by parents from the My Learning Center portal. These reports are related and connected to each Marking Period required by parents. When a parent submits a Marking Period report, an alert is displayed on the Student tab in the BPP portal. When an alert is displayed, click on Marking Period on the enrollment record to view the submitted report.

When clicking on Marking Period from the enrollment record, the screen below is displayed. This screen shows submitted Marking Period reports as well as any course documents submitted.

Marking Period Reports for DemoST20190529 Lastname (24054)

Marking Period: Select Marking Period Create Report

Submit Course Materials

Upload File

Course * All Courses

Date Upload	Course	Marking Period	Viewed	Action
May, 29 2021 01:04 PM	Demo Science	Quarter 1	Viewed	Download View Comments

Submitted Marking Period Reports

Date Submitted	Marking Period	Enroll Year	Status	Date Approved	Action
May, 29 2021 01:05 PM	Quarter 1	2021 - 2022	Pending		Edit

When Marking Period reports are submitted, the status is shown as **Pending**. Admins can click on Edit next to the Marking Report to open and view the submitted grades. After the grades have been reviewed, click the option to Accept Grades. When grades are accepted, the gradebook for the submitted marking period is updated and the status of the marking period report is changed to **Accepted**.

Important: If you are accepting grades for the Final Marking period of the Semester or year, check the box to Compute Final grade. At this point, the final grade is computed and added to the Final Grade bucket in the gradebook.

90 days 11

Algebra I Semester 2

☐ Compute Final Grade

1	2	3	4	5	Text	Text	Text	Text	Text	Semester 2 Final
90	90	90	90	90	Grade	Grade	Grade	Grade	Grade	90
Grade # 1	Grade # 2	Grade # 3	Grade # 4	Grade # 5	Grade # 6	Grade # 7	Grade # 8	Grade # 9	Grade # 10	Final
Text										
Grade										
Grade # 11										

Demo Science

Text	Text	Text	Text	Text	Text	Text	Text	Text	Text	10	Semester 2 Final
Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	100	100
Grade # 1	Grade # 2	Grade # 3	Grade # 4	Grade # 5	Grade # 6	Grade # 7	Grade # 8	Grade # 9	Grade # 10		Final
Text											
Grade											
Grade # 11											

Some important facts about Marking Period reports:

1. Parents can edit and resubmit Marking Period reports until grades are marked as final.
2. Once final grades are computed for a course, admins still need to mark the course as final or send the course to the transcript under the action tab next to the course.

Rules for Computing Final Grades:

1. Semester marking period reports - if you select the option to compute final grades when accepting grades, the grade will be added to the final bucket for either Semester 1 or Semester 2 if the course is marked as a Semester course.
2. Quarter marking period reports - if you select the option to compute final grades when accepting grades, the quarter 1,2,3,& 4 are averaged together and added to the Final grades bucket.

Transcript Management

Student transcripts can be viewed and managed by clicking on the Transcript menu option when viewing the course enrollment for a student. From the transcript view you can view previous and current courses, export the transcript to PDF, and send the transcript via email to the parent.

If students have transferred from other schools, previously earned credits can be added to the transcript by adding transfer courses.

View Transcript
View Transcript Evaluation Report

Add a Transfer School

HIDE COURSES INP

Select Grades to Export:

☒ PK ☒ K ☒ 1 ☒ 2 ☒ 3 ☒ 4 ☒ 5 ☒ 6 ☒ 7 ☒ 8 ☒ 9 ☒ 10 ☒ 11 ☒ 12

2 Blocks/Page

Don't Include Test Scores

Export Transcript

Send as Email

Demo School
School Transcript

StudentID: 4238363 John Brown
 Current Grade: 9 Gender:
 Date of Graduation:

Birthdate:
 CEEB: 390031

Parent(s): Robert Brown
 Address: 5316 York Avenue, York, New York, USA, 13346

6-Jun-21
 7:41 PM

School ID	Type	CourseID	Course Title	S1	S2	Final	GPA	Credits
2021 - 2022 School Year - Grade 9								
BWACAD	CP	Demo_Science	Demo Science	-	-	INP	INP	0.00
BWACAD	CP	6DD99A1B	Algebra I Semester B	-	-	INP	INP	0.00
BWACAD	CP	6DD99A1A	Algebra I Semester A	-	-	INP	INP	0.00
This Year's Total Averages				0.0	0.0	0.0	0.00	0.00
Total Cumulatives				0.0	0.0	0.0	0.00	0.00

Transcript Evaluation Report

The Transcript Evaluation Report can be accessed from the Transcript. This report shows the student's progress toward graduation. When selecting the Transcript Evaluation report, first select a diploma track. This track can be changed to view the report for different requirements.

All transcripts for students will default to the academic track set in partner settings. Your Bridgeway representative can change the default. You can change the track for any student when viewing the Transcript evaluation report.

View Transcript

View Transcript Evaluation Report

Add a Transfer School

HIDE COURSES INP

Select Grades to Export:

☒ PK
 ☒ K
 ☒ 1
 ☒ 2
 ☒ 3
 ☒ 4
 ☒ 5
 ☒ 6
 ☒ 7
 ☒ 8
 ☒ 9
 ☒ 10
 ☒ 11
 ☒ 12

2 Blocks/Page

Don't Include Test Scores

Export Transcript

Send as Email

StudentID: 4238363

John Brown

Current Grade: 9

Gender:

Birthdate:

SS#:

Date of Graduation:

CEEB: 390031

Demo School

School Transcript

Parent(s): Robert Brown

Address: 5316 York Avenue, York, New York, USA, 13346

6-Jun-21 7:41 PM

School ID	Type	CourseID	Course Title	S1	S2	Final	GPA	Credits
2021 - 2022 School Year - Grade 9								
BWACAD	CP	Demo_Science	Demo Science	-	-	INP	INP	0.00
BWACAD	CP	6DD99A1B	Algebra I Semester B	-	-	INP	INP	0.00
BWACAD	CP	6DD99A1A	Algebra I Semester A	-	-	INP	INP	0.00
This Year's Total Averages				0.0	0.0	0.0	0.00	0.00
Total Cumulatives				0.0	0.0	0.0	0.00	0.00

Algebra I

Grade

2021-2022

Year

2021-2022

School

Bridgeway Academy

Course

Algebra I Semester B

Course ID

6DD99A1B

Credit

INP

Grade

INP

9

2021-2022

9

2021-2022

Bridgeway Academy

Bridgeway Academy

Algebra I Semester B

Algebra I Semester A

6DD99A1B

6DD99A1A

INP

INP

* From unofficial transcript

Summary - College Prep Track

Marking a Transcript as Graduated

When the final courses are added to a transcript and student meets the requirements for graduation, select the option on the transcript to mark the transcript as graduated. Enter the date of graduation to save the date to the transcript.

Click on the active button to return the transcript to a non-graduated state to make changes and then return to graduated.

View Transcript

Transcript/Student Status: Active **Graduated**

Add a Transfer School

INCLUDE COURSES INP

Select Grades to Export:

☒ PK
 ☒ K
 ☒ 1
 ☒ 2
 ☒ 3
 ☒ 4
 ☒ 5
 ☒ 6
 ☒ 7
 ☒ 8
 ☒ 9
 ☒ 10
 ☒ 11
 ☒ 12

2 Blocks/Page

Don't Include Test Scores

Export Transcript

Send as Email

Demo School
 Address for testing, New York, USA
School Transcript
 Graduation Track: College Prep

15-Aug-21 6:13 PM

StudentID: 4239141 Susan Ruth Chi
 Current Grade: PK Gender: Birthdate: 5/5/2021 Parent(s): Jennifer Chi
 Date of Graduation: 08/16/2021 CEEB: ceeb123 Address: 123 Road, Greenville, South Carolina, USA, 29687

School ID	Type	CourselID	Course Title	S1	S2	Final	GPA	Credits
Comments								

Notification Management

Partner admins can create and manage notifications that are then displayed in the Notification section of the My Learning Center portal. To create a notification, click on the Notification tab in the BPP portal. From here you can edit existing notifications or create a new one.

DEMO SCHOOL HOME SIGN-OUT

Currently Viewing: Demo School

Students Pre-Registration Enrollment History

Add Notification

Title	Description	Notify
Test notification		test

13:59:39.067

Edit Delete

Add

Notification Title
 Enter Notification Title

Notification Description
 Enter Notification Description

Notification URL
 Enter Notification URL

Notification URL Text
 Enter Notification URL Text

Delivery Start Date
 yyyy-mm-dd

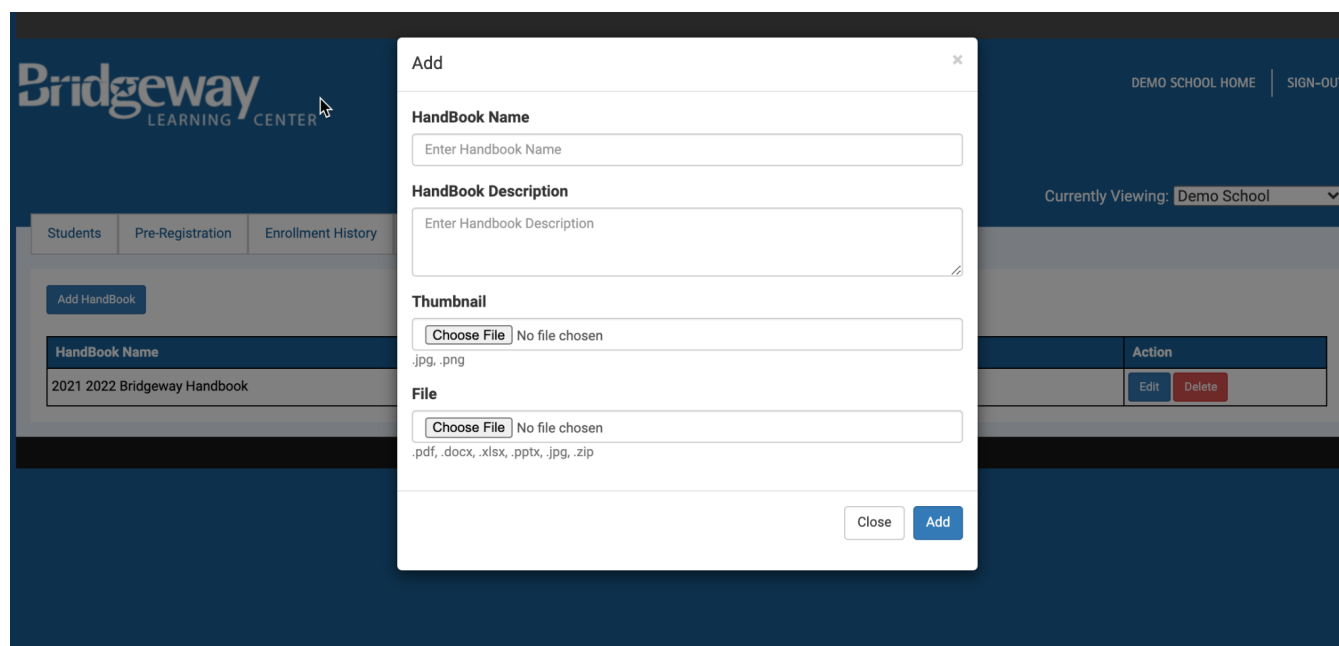
Delivery End Date
 yyyy-mm-dd

Appear For:
☒ Parent
☐ Student
☐ Both

Close Add

Handbooks and Documents

Partner Admins can upload documents or add links that enrolled families can access through the My Learning Center portal. To add a document or link, click on **Handbooks**. Existing handbooks, documents, and links can also be edited or deleted here.



The screenshot shows the Bridgeway Learning Center interface. A modal window titled 'Add' is open, allowing users to add a new handbook. The modal contains the following fields and options:

- HandBook Name:** A text input field with the placeholder 'Enter Handbook Name'.
- HandBook Description:** A text input field with the placeholder 'Enter Handbook Description'.
- Thumbnail:** A file selection button labeled 'Choose File' with the text 'No file chosen' and supported file types '.jpg, .png'.
- File:** A file selection button labeled 'Choose File' with the text 'No file chosen' and supported file types '.pdf, .docx, .xlsx, .pptx, .jpg, .zip'.

At the bottom of the modal are 'Close' and 'Add' buttons. In the background, the main interface shows a sidebar with 'Students', 'Pre-Registration', and 'Enrollment History' tabs, and a table with a 'HandBook Name' column containing the entry '2021 2022 Bridgeway Handbook'. The top right of the interface shows 'DEMO SCHOOL HOME' and 'SIGN-OUT' links, and a 'Currently Viewing: Demo School' dropdown menu.

FAQ

1. Can I add another course to an existing student? Yes, select the existing student and select a new course to add to an existing enrollment.
2. Can I change an enrollment end date for a Live Online Class? No. Enrollment start and end dates cannot be changed for Live classes.
3. Can I change an enrollment start or end date for an Independent Study course? Yes. Enrollment start and end dates can be changed for Independent courses.

Marking Courses as Final

After retrieving the final grade from a Marking Period report and selecting the option to Compute Final grade, the next step is to mark the course as final. Depending on the Accreditation option, you have two options:

1. **Non-accredited courses** - you will see the option to **Mark as Final and Send to Transcript**. This will send the course final grade to the transcript. No review is required by Bridgeway.
2. **Accredited courses** - you will see the option to **Send to Transcript** - this will send an action to Bridgeway to verify the course and approve the sending of the course to the transcript

Course	Semester	Start Date	End Date	Q1	Q2	S1	Q3	Q4	S2	F	%	Grade	Documents		Actions
Algebra I Semester 1	Semester 1	08/30/2021	12/17/2021			89			98	98	-	--	0 Documents	Updated: N/A	Action
Algebra I Semester 2	Semester 1	08/30/2021	12/17/2021								-	--	0 Documents	Updated: N/A	Action
Algebra II Semester 1	Semester 2	01/10/2022	05/20/2022			92			74	74	-	--	0 Documents	Updated: N/A	Action
Charter Student Orientation (Edovate LMS)		07/08/2021	07/04/2022								0%	0	0 Documents	Updated: Aug 15, 2021 7:51PM EST	Action

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