

**SUMMER 2021  
CO-ENROLLED  
PROGRAM  
REGISTRATION  
PROCESS**



# SUMMER CO-ENROLLED 2021

Worried about not graduating on time with your class? Need to raise your GPA or make up a credit so you can receive your high school diploma with your classmates? Need flexibility to enroll in a course(s). There's help for any high school student who is determined to graduate on time!

## **Benefits:**

- Progress at your own pace
- Improve your GPA
- Ability to graduate with your cohort

Co-enrolled classes are available to any high school student currently attending a public or private school in Broward County. **The students will have three(3) options to attend class(es).** Priority will be given to Seniors planning to graduate in Summer 2021. Classes are offered in the core academic areas: English, Math, Science and Social Studies.

**The student must be at risk of not graduating with their 9<sup>th</sup> grade cohort.**

**The student must be attempting a full load of required credits during the co-enrollment period.**

**The student must have written authorization for entrance into each course in the co-enrollment program from the home school principal (or designee).**

**The student does not have a pattern of excessive absences.**

**The student is limited to two core curricular courses for the 2020-2021 school year only.**

## **ENROLLMENT CRITERIA**

# COURSE OFFERINGS

Florida Course Code	Florida Course Title	Credits
<b>ENGLISH</b>		
1001310	English I	1.0
1001340	English II	1.0
1001370	English III	1.0
1001400	English IV	1.0
<b>SCIENCE</b>		
2000310	Biology	1.0
2003340	Chemistry	1.0
2001310	Earth & Space Science	1.0
2001340	Environmental Science <b>(ODYSSEYWARE ONLY)</b>	1.0
2003310	Physical Science	1.0

# COURSE OFFERINGS

Florida Course Code	Florida Course Title	Credits
<b>MATH</b>		
1200370	Algebra I-A	1.0
1200380	Algebra I-B	1.0
1200310	Algebra I	1.0
1206310	Geometry	1.0
1200330	Algebra II	1.0
1207300	Liberal Arts Math 1	1.0
1207310	Liberal Arts Math 2 <b>(ODYSSEYWARE ONLY)</b>	1.0
1200700	Mathematics for College Readiness <b>(ODYSSEYWARE ONLY)</b>	1.0
<b>SOCIAL STUDIES</b>		
2102335	Eco. w/Financial Literacy	.5
2100310	U.S. History	1.0
2106310	U.S. Government	.5
2109310	World History	1.0

## ***2021 Co-Enrolled Summer Term-Option 1 – Evening Classes***

**The classes in option 1 are only available in the evening.**

### **Date and Time:**

- **Monday, September 14<sup>th</sup> - Tuesday, August 10<sup>th</sup>**
- **Monday - Thursday (four (4) days per week) – 2.0 hours per day (4:30pm – 6:30pm Or 6:30pm-8:30pm) – Evening Classes**
- **Last Day to Enroll – Thursday, July 1<sup>st</sup>**
- **Subject: English, Math, Science and Social Studies**
  
- **Registration Link: [www.browardcommunityschools.com](http://www.browardcommunityschools.com)**

# **OPTION 1**

# Counselor/Designee Registration Process:

- A student must be referred by their School Counselor or designee.
- Complete a Co-Enrollment Registration application by visiting one of the school's website listed below.
- Complete and Submit the Co-Enrollment Referral Form.
- Allow up to 3 business days (excluding Fridays) for processing.
- Enter Code in TERMS – A field has been created in TERMS on the A04 panel that will indicate a high school student has been approved to enroll in a co-enrolled class. Place a "Y" into the "C" field on the A04 that will flag and transfer data to the Co-Enrolled registration system (FOCUS).
- Notify student to complete their registration in FOCUS. Attached is a step-by-step guide the student can use to complete this process. If the registration is not completed, the student is not eligible to enroll in class.
- Contingent on availability, the student will receive confirmation of their enrollment in a summer course.
- The program is competency based. Students who complete .5 credit before the end of the term may enroll for an additional course(s) that is listed on the registration application, however, there is no guarantee the additional course(s) can be completed in the remaining time.
- Reminder: Athletes may not take Odysseyware courses. There is a separate option for athletes which has also been customized for acceleration.

## ***2021 Co-Enrolled Summer Term-Option 2 – Morning Classes***

**The classes in option 2 are only available in the morning.**

### **Date and Time:**

- **Monday, June 21<sup>st</sup> - Tuesday, August 10<sup>th</sup>**
- **Registration Start Date: May 17, 2021**  
**Monday - Thursday (four (4) days per week) – 4.0 hours per day (9:30am – 1:30pm) – Morning Classes**
- **Last Day to Enroll – Thursday, June 24<sup>th</sup>**
- **Subject: English, Math, Science and Social Studies**

# OPTION 2



**Dave Thomas Education Center-West Campus – Morning Program -754-321-6800**

**Course Hours: 9:30AM – 1:30PM**

**Registration Link:**

**<https://www.cognitofrms.com/DaveThomasEducationCenter1/CoEnrollmentRegistrationSummer>**

**Henry D. Perry Education Center – Morning Program - 754-321-7050**

**Course Hours: 9:30AM – 1:30PM**

**Registration Link:**

**[www.henrydperryeducationcenter.com](http://www.henrydperryeducationcenter.com)**

**Whiddon Rogers Education Center – Morning Program - 754-321-7550**

**Course Hours: 9:30AM – 1:30PM**

**Registration Link:**

**[https://www.cognitofrms.com/WhiddonRogersEducationCenter1/\\_2021SummerCoEnrolledRegistration](https://www.cognitofrms.com/WhiddonRogersEducationCenter1/_2021SummerCoEnrolledRegistration)**

## **OPTION 2- LOCATIONS**

## ***2021 Co-Enrolled Summer Term-Option 3 – Afternoon Classes***

**The classes in option 3 are only available in the afternoon.**

### **Date and Time:**

- **Monday, June 21<sup>st</sup> - Tuesday, August 10<sup>th</sup>**
- **Registration Start Date: May 17, 2021**
- **Monday - Thursday (four (4) days per week) – 4.0 hours per day (12:00pm – 4:00pm) – Afternoon Classes**
- **Last Day to Enroll – Thursday, June 24<sup>th</sup>**
- **Subject: English and Math**
  
- **Registration Link: [www.browardcommunityschools.com](http://www.browardcommunityschools.com)**

# OPTION 3

# Counselor/Designee Registration Process:

- A student must be referred by their School Counselor or designee.
- Complete a Co-Enrollment Registration application by visiting one of the school's website listed below.
- Complete and Submit the Co-Enrollment Referral Form.
- Allow up to 3 business days (excluding Fridays) for processing.
- Enter Code in TERMS – A field has been created in TERMS on the A04 panel that will indicate a high school student has been approved to enroll in a co-enrolled class. Place a "Y" into the "C" field on the A04 that will flag and transfer data to the Co-Enrolled registration system (FOCUS).
- Notify student to complete their registration in FOCUS. Attached is a step-by-step guide the student can use to complete this process. If the registration is not completed, the student is not eligible to enroll in class.
- Contingent on availability, the student will receive confirmation of their enrollment in a summer course.
- The program is competency based. Students who complete .5 credit before the end of the term may enroll for an additional course(s) that is listed on the registration application, however, there is no guarantee the additional course(s) can be completed in the remaining time.
- Reminder: Athletes may not take Odysseyware courses. There is a separate option for athletes which has also been customized for acceleration.

# REGISTRATION PROCESS

## REMINDER

**Place a "Y" into the "C" field on the A04**

```
PANEL: _____ A04. GENERAL ASSIGNMENTS (PK-12) YEAR: 18
STDT: C _____ SCHL: _____ GR: 10 ST: A
HOMEROOM HOUSE/TEAM COUNSELOR SCHL GR AS-SCHL CAL
CUR: _____ 2 01 10 31 1 1 01
NXT: _____
LST: _____ 2751 09 31 _____ 01
FREE/RED ELG PRT DATE AUDIT WL FCS FIC IAP
LUNCH: 9 Y 080216 - - Z Z
LUNCH NO: 23726
SUMMER CPST DATE XTRA V/A-ECN S-P LCKR GE NMS NAS NHS
- - N - - N N - - Z - - Y Z Z Z
DISMISSAL
HeadStart: REG EME DECAL# TAG# LOC# COMBINATION
GED TEST: Z
GRAD IB PS EA BAS C ELEM MIDD HIGH
20 ST Z 99 Z - - co-enrolled indicator field needs to have a Y entered 1
F1=HELP 3=EXIT 7=BKWD 8=FWD 9=NXT PAGE 12=ESCAPE
May not Update...Ownership violation. TERML: QPADEV
```

Place a "Y" into the "C" field on the A04 that will flag and transfer data to the Co-Enrolled registration system (FOCUS).

**co-enrolled indicator field needs to have a Y entered** ←

**Notify student to complete registration in FOCUS.**

**All students must complete the registration process to secure enrollment in a Co-Enrolled course. See attached document titled, "Co-Enrolled Student Registration Guide 2020-21".**



**REGISTRATION  
PROCESS  
REMINDER**

# STUDENT REGISTRATION GUIDE

## BROWARD COUNTY PUBLIC SCHOOLS Co-Enrolled Program Student Registration Process

This document will explain how students can complete their registration and enter their e-Signature in Focus.

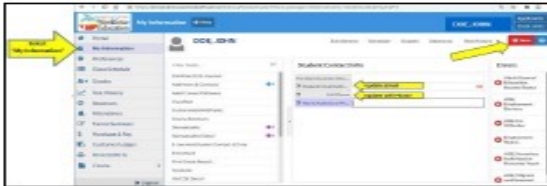
### STEP 1 - COMPLETE VIRTUAL APPLICATION AND PROFILE

Login to [www.browardfocus.com](http://www.browardfocus.com) and enter your username and password.  
Username: Student number  
Password: PMM/DD/YYYY



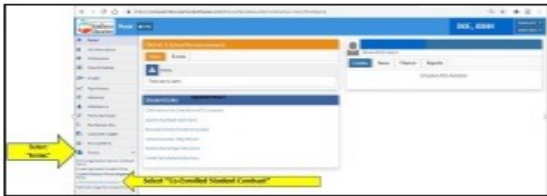
### STEP 2 - UPDATE CONTACT INFORMATION

Click on the "My Information" tab to update your phone number and email address. Click "Save" after updating contact information.



### STEP 3 - ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

- Click on the "Forms" tab to access the drop down menu.
- From the drop down menu select "Co-Enrolled Student Contract".



## Student Registration Process Con't

### STEP 3 -CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Initial by the subject area enrolled. (If you expect to take more than one class, just initial all subjects).



### STEP 3 -CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Scroll down and select "Click to Sign"



### STEP 3 -CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Enter your username (student number) and password (PMM/DD/YYYY). Click on "Authenticate". Sign on the signature panel and press "Sign"



### STEP 3 -CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Scroll down and click "Submit Request"



Please allow 2 business days for your registration to be processed and contacted by a teacher. If you do not hear from your teacher by the 3<sup>rd</sup> business day, please email Ms. Monique Litticut at [monique.litticut@browardschools.com](mailto:monique.litticut@browardschools.com) or call 954-610-8763.

**If you have any questions, please feel free to  
contact the following:**

**Yolanda McNeill**

**[yolanda.e.mcneill@browardschools.com](mailto:yolanda.e.mcneill@browardschools.com)**

**754-322-5650**

**OR**

**Monique Litthcut**

**[monique.litthcut@browardschools.com](mailto:monique.litthcut@browardschools.com)**

**954-610-8763**