














## BEFORE STARTING COURSES

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Step	Date	Required	Details	Get Started
Submit an Inquiry Form	As early as February	Required	Parents need to submit an Inquiry Form for each student, we need this form in order to set up an IXL Assessment.	
Complete IXL Assessment	As early as February	Required	See email title: Enlightenment: Your Inquiry Form was Received! Your Next Step!  It contains all the required information to ensure your child completes the IXL Assessment	
Teacher Interview	As early as February	Required	See email: Enlightenment: Schedule a Meeting with Your Teacher	
Submit the Enrollment Form	As early as February	Required	Parents need to submit the Enrollment Form for each new student.	
Complete the Admissions Steps	As soon as possible after your student is done at their previous school	Required	Details will be provided to you via email, but may include: <ul style="list-style-type: none"> <li>• Sending Enlightenment's Admissions team the student's most recent report card or transcript</li> <li>• Providing documentation such as verification of the student's birthdate</li> </ul>	
Order Curriculum and Purchase School Supplies	Right after the initial interview	Required	Order a curriculum that is pre-approved by the Enlightenment team. The required supplies can be found at the QR code.	





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Step	Date	Required	Details	Get Started
Download and Print the School Calendar	After enrolling	Required	Parents need to download the Hybrid Program printable school calendar. It is recommended to print one calendar for each student's workstation and for your fridge.	
Review Your State's Requirements	Within a month of enrolling	Required	Parents need to review their state's or country's homeschool learning requirements.  You can use Enlightium's state blogs as a starting point. Enlightenment provides several resources to assist your family with this process, such as providing verification of enrollment, standardized assessments, and specific core courses.	
Review Emails from the Billing Department	1 week - 2 months after submitting the enrollment form	Required	Parents need to review an email from the Billing Department concerning the tuition balance due. There will be one email per student, with additional emails if the student has a non-standard course schedule.  Parents can reply to that email if they have any questions or would like to make a request.	
Follow Enlightenment on Social Media	Anytime	Highly Recommended	We use these sites to promote events, provide helpful information, and share family testimonies and other encouraging content. Platforms include YouTube, Facebook, Instagram, and LinkedIn.	
Sync Enlightenment's Google Calendar	After enrolling	Recommended	Parents or students can sync Enlightenment's Google calendar with their digital calendar. Enlightenment's Google Calendar shows additional events such as social and spiritual offerings.	




# IMMEDIATELY BEFORE STARTING COURSES





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Step	Date	Required	Details	Get Started
Attend the in-person Open House	August 21st, at 10 am	Required	At the address: Journey Church Facility at 4224 E. Fourth Ave, Spokane, Washington, 99202	
Curriculum Mapping	As soon as you receive your curriculum	Required	Review this smore regarding curriculum mapping.	
Review the Family Handbook	August 1st or as soon as possible if enrolling after August 1	Highly Recommended	<p>Parents and older students can review the Family Handbook.</p> <p>Download and set up a plan to review over time the Family Handbook, as it contains detailed information concerning tuition, truancy policies, and more.</p>	
Create a Learning Environment	Prior to starting courses	Optional	<p>Parents and students should fine-tune their student's learning environment. This includes:</p> <ul style="list-style-type: none"><li>• Ensuring proper lighting</li><li>• Finding the right desk and chair</li><li>• Setting up a calendar</li></ul>	

Step	Date	Required	Details	Get Started
First Day of School Photos	Your student's start date	Recommended	Join the tradition and take a photo of your student on their first day of classes.	
Sign Up For a Social Opportunity or Submit the Opt-Out Form	Mid-September or later if enrolling after Mid-September	Required	<p>Parents can register their student for a club during Student Social Week. Alternatively, parents can opt their student out of a social event.</p> <p>Parents can find information about each club from the Hybrid Program Coordinator.</p>	
Submit a Yearbook Photo	Quarters 1-3	Recommended	Parents can submit a photo for the school year's yearbook. No submissions during the 4th quarter or summer can be accepted.	
Participate in Public Events	Anytime	Optional	Students can reach out to Enlightium's team to participate in Student Chapels and Virtual Retreats. Email <a href="mailto:t.cook@enlightiumacademy.com">t.cook@enlightiumacademy.com</a> to see what's available	
Submit a Graduation Ceremony Photo	Quarters 1-3	Recommended	<p>Students in the following grades will have ceremonies, and parents can submit photos for the events:</p> <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• Grade 8</li> <li>• Grade 5</li> <li>• Kindergarten</li> </ul>	
Watch the Spiritual Awareness Week Videos	Mid-October or later if enrolling after Mid-October	Recommended	<p>Parents and students view Spiritual Awareness Week videos.</p> <p>These videos provide information about the various spiritual offerings provided by Enlightium and how students and their families can participate.</p>	

Step	Date	Required	Details	Get Started
Catch Up or Work Ahead	December and January	Recommended	Students can use the holiday season to catch up or work ahead.	
Submit a Yearbook Photo	Quarters 1-3	Recommended	Parents can submit a photo for the school year's yearbook. No submissions during the 4th quarter or summer can be accepted.	
Submit a Graduation Ceremony Photo	Quarters 1-3	Recommended	<p>Students in the following grades will have ceremonies, and parents can submit photos for the events:</p> <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• Grade 8</li> <li>• Grade 5</li> <li>• Kindergarten</li> </ul>	
Submit the Social Satisfaction Survey	Anytime	<i>Optional</i>	Students and parents can submit a mid-year survey to let the team know how your family is enjoying their social club.	

Step	Date	Required	Details	Get Started
Watch the New Theology in Action Series	Typically in Quarter 3	Highly Recommended	Each year a new Theology in Action video series is released. Parents are encouraged to gather the family around, watch the videos, and discuss them with their children.	
Submit a Yearbook Photo	Quarters 1-3	Recommended	Parents can submit a photo for the school year's yearbook. No submissions during the 4th quarter or summer can be accepted.	
Submit a Graduation Ceremony Photo	Quarters 1-3	Recommended	<p>Students in the following grades will have ceremonies, and parents can submit photos for the events:</p> <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• Grade 8</li> <li>• Grade 5</li> <li>• Kindergarten</li> </ul>	

Step	Date	Required	Details	Get Started
Recommend a New Social Club	Quarter 4	<i>Optional</i>	Students and parents can submit an idea for a new social opportunity to be available at Enlightium for the upcoming school year.	
Register for and take a Standardized Assessment	Late April or Early May	<i>Optional</i>	<p>Students in grades 3-8 can participate in Enlightium’s annual standardized assessments.</p> <p>If your state requires a standardized assessment, the Iowa Complete should fulfill that requirement.</p>	
Order Your Yearbook	4th Quarter	<i>Optional</i>	Place an order to receive your yearbook in the mail.	
Join the Ceremonies	4th Quarter	<i>Optional</i>	Students in grade 8, grade 5, and kindergarten will have a virtual graduation ceremony.	
Watch the Graduation Ceremony	Mid-June	<i>Optional</i>	Enlightium hosts an in-person graduation ceremony each year. Seniors are not required to attend to graduate. All Enlightium families are invited to attend in person or to view a live stream.	