

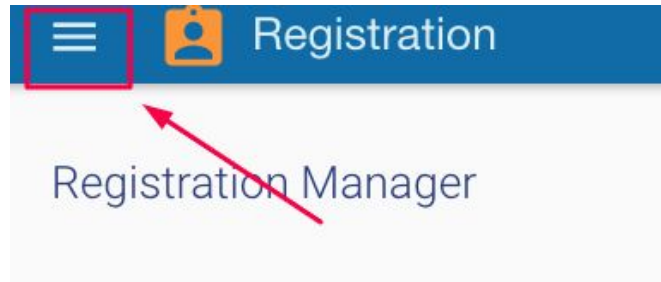


Signing Summer School Course Contracts

❖ Please note: students and parents ***must attend orientation*** on their scheduled day and time to be enrolled with Options for Youth.

Step 1) Login to your StudentTrac account. If you need help remembering your login information, please reach out to center staff at: 760-241-6546.

Step 2) Click the **Menu Bar** in the top left corner.



Step 3) Scroll down the menu bar and click on **Student Forms**.



Step 4) Find the course you are enrolled in and click the **pencil icon**.

	Course Code	Course Title	Student Name	
!	MSED3010	World History 7B	[REDACTED]	🖨️ ✎️
!	MS107B	CC ENGLISH 7B	[REDACTED]	🖨️ ✎️

Step 5) Scroll to the bottom of the page to the *Student Acceptance* Section. Click the **checkbox** under *Student Acknowledgement*. Then click **Save**.

Student Acceptance

Student Acknowledgement

I am the student named above and I have read the terms of this contract and agree to all the conditions set forth. Any violation of this contract may result in renegotiation and/or an evaluation to determine my ability to continue in Independent Study.

SAVE PRINT

Step 6) Once back to your Student Forms page, **you are done!**

Forms & Survey Application

Course Contract (v2.0)

Course Code	Course Title	Student Name
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Please note: you will need to repeat this process for **each class** you are taking during Summer School.

Step 7) Once all course contracts are signed and registration forms are complete, **center staff will contact you with your orientation date and time.**

Thank you and Welcome to Options for Youth!

