

Enrollment Checklist



Ready to enroll a student? Here's how to get started to support your students **in just a few simple steps:**



IDENTIFY A STUDENT WHO'S READY TO ENROLL

- Whether they need credit recovery, want to stay on track or get ahead, or need an alternative path to graduation, we've got flexible, accredited options to support them



SHARE PROGRAM DETAILS WITH THE FAMILY

- Make sure parents and guardians understand their options:
 - i. Credit Recovery
 - ii. Diploma Program



HELP THE FAMILY TAKE THE NEXT STEP

- Have the parent or guardian call us at 1-800-961-6407
- We'll walk them through the program, answer any questions, and enroll the student on the spot



THAT'S IT!

- Once enrolled, you'll receive a proof of enrollment letter for your records

Don't worry - you're not in this alone. At every step of the way, you'll have a dedicated Success Manager to support you, your students, and their families throughout the process.

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Parents & Guardians Can Learn More At:

 partner.pennfoster.com/for-parents

