



STARSHINE STUDENT ENROLLMENT PROCESSES

1. On the Top-Left of the starshineacademy.org website is a Green Star to Register. It has all of the required documents for registration to bring to the school.
2. Download and Sign the Parent Involvement and School Contract and bring with you.
3. 1ST Meeting with StarShine's Registrar.
 - a. Fill out registration information and collect data
 - i. Immunization record
 - ii. Records from previous school or record release to request file from previous school.
 - iii. Student breakfast/lunch eligibility form
 - iv. Student likes/dislikes form
 - v. Assess student for personality with <http://www.insightlearning.com/>
 - vi. Assess student preferred learning style
 - vii. Assess academic placement for math, science, social studies, reading, writing
 - viii. Introduce the class and the computer programs
 - ix. Assess art and music knowledge and appreciation
 - x. Discuss with student and parent and sign understanding of STARSHINE 15 Guiding Principles
4. Next day (This is done as a class for each new school year and each January)
 - a. Have student create a Mind Vision Map that will fit in their own ILP notebook
 - b. Discuss and create student's goal for the future
 - c. Assign student international ambassadorship
 - i. Consider student's ability to say the name of the country
 - ii. Make sure that it is a country that they know very little about
 - iii. Discuss why they will be an ambassador for the United States and another country
 1. STARSHINE ACADEMY is a model for World Peace
 2. Peace follows understanding
 3. We are now a world economy
 4. It is fun to learn about world music and culture

5. They will contact the other country and learn about the country's problems. They will work on solving the other country's problems all year and will share the information with the rest of the school at certain times, through multiple opportunities as well as meeting with visitors at StarShine from those countries.
 - d. Begin to form their Individual Learning Plan and help them to create their ILP notebook with the state standards, goals, ambassador information, etc.
 - e. Take a picture of the student for their STUDENT ID and turn into to the person responsible for making the Passport lanyards. (All students must have Passport ID CARDS within two days of enrollment as this is a powerful acknowledgement of how much STARSHINE cares about their individual goals.)
5. Upload student data into SCHOOLMASTER system for data tracking and for state compliance student data tracking.
 - a. Copy to student record for date/time of upload.