



## FAST FORWARD PROGRAM (Funded by Idaho State Legislature) Overload Course Advanced Opportunities Portal Instructions



The Fast Forward Program provides a total of **\$4125** to be used throughout grades 7 - 12. Funds can be applied to overload courses taken over the summer. Overload courses must be high school level courses. Overload courses cannot be courses that are being repeated or remedial (below grade level) A student must take and successfully be completing a full credit load within a given school year to be eligible for funding of an overload course. A full course load is defined by the state as 12 credits. Overload course cannot be repeat courses and must be high school credit courses. An overload course must be taken for high school credit to be eligible for funding. Overload courses taken through an Idaho public school, such as a public high school or IDLA, can be paid directly by the state to the school. Courses taken through other institutions will need to be paid for in advance by the parent or student and reimbursed by the state. **A Fast Forward Participation form must be completed through the PARENT portal of PowerSchool "under update student information."**

<p>Must be completed on or before <b>May 24<sup>th</sup></b>.</p> <p style="background-color: yellow; padding: 2px;"><b><u>If you have previously created an account to use Fast Forward funds and it was approved, proceed to step 2, part a.</u></b></p> <div style="text-align: center; margin: 10px 0;"></div>	<p><b>Step 1.</b> Fast Forward registration occurs through the Idaho State Department's website. <b>If you have previously created an account to use your Fast Forward funds, please move to step 2, part a.</b></p> <ol style="list-style-type: none"> <li>a. Go to <a href="https://advancedops.sde.idaho.gov/">https://advancedops.sde.idaho.gov/</a> (use Chrome as your browser)</li> <li>b. Click <b>create an account</b> on the top right of your screen</li> <li>c. Enter the following information:             <ol style="list-style-type: none"> <li>i. Edu ID number (State ID # - this can be found in PowerSchool)</li> <li>ii. Your personal email address</li> <li>iii. Create a password (that you will remember)</li> <li>iv. Your full legal first and last name and your middle initial (as it appears in PowerSchool)</li> <li>v. Your birthdate and gender (if your birthday is June 5, 1998, enter it as <b>6/5/1998</b> not 06/05/1998)</li> <li>vi. Select Joint School District No. 2 as your school district</li> <li>vii. Select your high school</li> </ol> </li> <li>d. Check the "I have read..." box and then <b>enroll new student</b></li> <li>e. <b>Check your email and follow the steps to verify the account!</b></li> </ol>
<p>Must be completed on or before <b>May 31<sup>st</sup></b>.</p> <p style="background-color: yellow; padding: 2px;"><b><u>Once student applies for Fast Forward funds they MUST enroll though the course provider.</u></b></p>	<p><b>Step 2.</b> You will receive an email notifying you if your account has been approved or denied. If your account is denied use steps a and b below and click on <b>view profile</b> to edit any mistakes (check your name and birth date-remember these items should match PowerSchool). If your account has been approved, decide which course(s) you want to use your FF funds for. Then complete the following steps:</p> <ol style="list-style-type: none"> <li>a. Go to <a href="https://advancedops.sde.idaho.gov/">https://advancedops.sde.idaho.gov/</a> (use Chrome as your browser) and click <b>Login</b> on the top right of your screen</li> <li>b. Log in using the same email and password you created</li> <li>c. From the left side of the screen select <b>Request Funding</b></li> <li>d. Select <b>Course</b></li> <li>e. From the drop-down menus select the following:             <ol style="list-style-type: none"> <li>i. 2019-2020</li> <li>ii. Joint School District No. 2</li> <li>iii. Your school for the 2019-2020 school year</li> <li>iv. Your grade level for the 2019-2020 school year</li> <li>v. Summer</li> <li>vi. Course provider (IDLA, Joint School District No. 2,...)</li> <li>vii. Course name (i.e., lifetime fitness, senior project)</li> <li>viii. County of residence (Ada or Canyon)</li> <li>ix. Click <b>submit course</b></li> </ol> </li> <li>f. <b>You will need to complete step 2 for EACH course that you want to use Fast Forward funds for.</b></li> </ol>

**Please note that failure to pass a course you use fast forward funds for will result in a hold of your fast forward funds next year.**

These instructions are for the State Department of Education's Advanced Opportunities Portal only. Please make sure you meet the overload requirements as determined by the Advanced Opportunities legislation prior to submitting your overload request. Overload requirements can be found at <https://westada.org/fastforward>.