




**FAST FORWARD PROGRAM (Funded by Idaho State Legislature)
CTE Exam 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 any of the following: Concurrent Credits, AP exams, IB exams or qualifying CTE exams. In order to access Fast Forward funds for concurrent credit classes, students must follow the instructions and meet the deadlines below. Fast Forward Instructions for AP exams, IB exams and CTE exams are available on a different sheet.

<p>Must be completed on or before February 7th.</p> <p><u>If you have previously created an account to use Fast Forward funds and it was approved, proceed to step 2, part a.</u></p> 	<p>Step 1. Create an Advanced Opportunities account through the Idaho State Department's website. If you have previously created an account to use your Fast Forward funds please move on to step 2, part a.</p> <ol style="list-style-type: none"> Go to https://advancedops.sde.idaho.gov (use Chrome as your browser) Click register account on the top right of your screen Enter the following information: <ol style="list-style-type: none"> Edu ID number (State ID # this can be found in PowerSchool) Your personal email address Create a password (that you will remember) Your full legal first and last name and middle initial (as it appears in PowerSchool) Your birthdate and gender (if your birthday is June 5, 1998 enter it as 6/5/1998 not 06/05/1998) Select Joint School District No. 2 as your school district Select your high school Check the "I have read..." box and click enroll new student Check your email and follow the steps to verify the account!
<p>Must be completed on or before February 14th.</p> <p><u>Once a student applies for Fast Forward funds they MUST Register for the Exam with their CTE Instructor</u></p>	<p>Step 2. 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 view profile to edit any mistakes (check your name and birth date remember these items should match PowerSchool). If your account has been approved decide which exam(s) you want to use your FF funds for. Then complete the following steps:</p> <ol style="list-style-type: none"> Go to https://advancedops.sde.idaho.gov (use Chrome as your browser) and Click Login on the top right of your screen Login using the same email and password you created From the left side of the screen select Request Funding Select Exam From the drop down menus select the following: <ol style="list-style-type: none"> 2019-2020 Joint School District No. 2 Ada Professional Technical CTR Your grade level Spring Professional -Technical Education Choose the exam your instructor indicates Exam date given by instructor Click submit exam You will need to complete this step again if the exam has two parts.

A full list of available exams can be found on the next page.

Exams must be taken by June 3 2019

Failure to sit for an exam 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 refer to the Fast Forward guide to ensure that you have completed all the necessary steps to access funds and register for CTE exams.

PTE Course	EXAM Title in Portal	Cost
Health Professions CNA II	Idaho Certified Nursing Assistant Manual Skills Exam	\$50.00
Health Professions CNA II	Idaho Certified Nursing Assistant Prometric Exam	\$50.00
Intro to Culinary	ServSafe Food Handler Certification	\$15.00