



And



OASIS

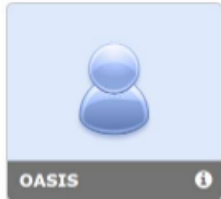
Alternative School Application
Referring School

Student Information Systems

March 6, 2018

Alternative School Application – Referring School in OASIS

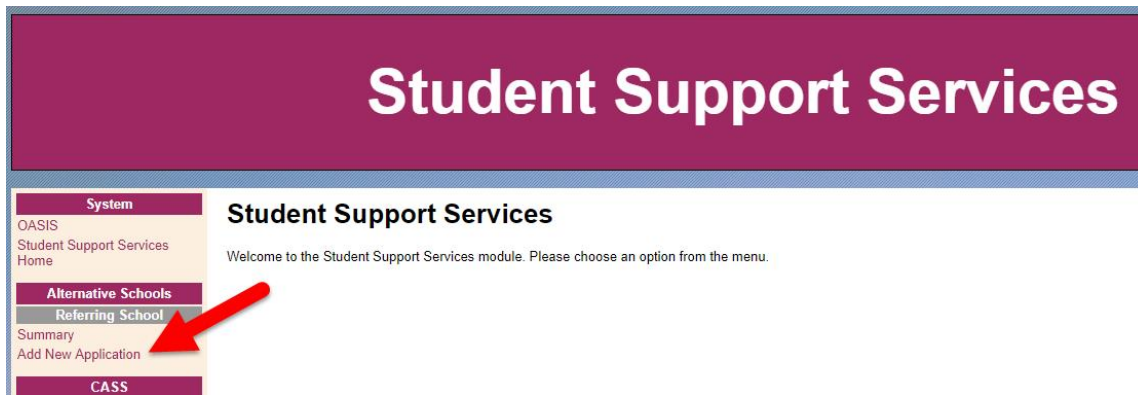
Log into Wake Id, click on **OASIS** Icon



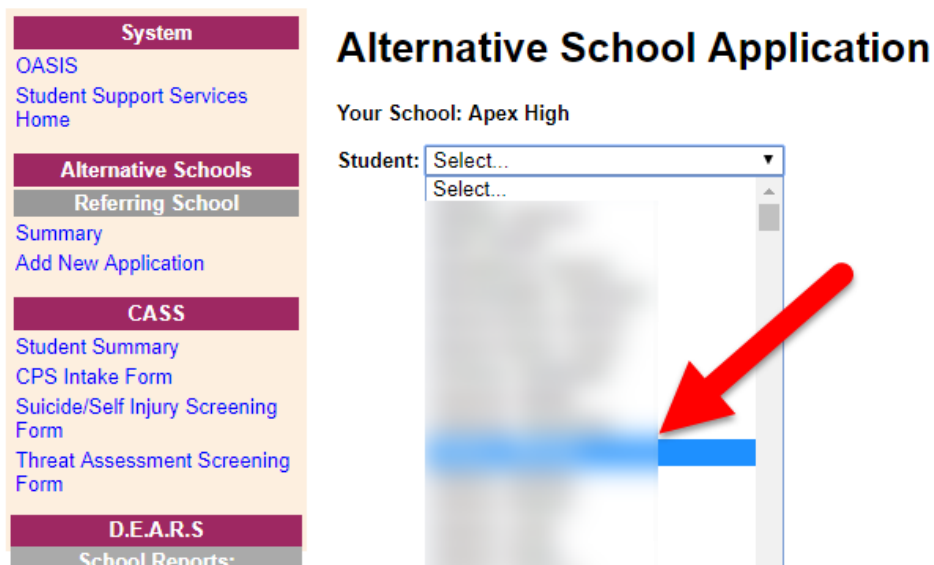
Click on **Student Support Services**



To start an application, click on **Alternative Schools>Referring School>Add New Application**



Select the student in the drop down.



Enter all fields for the student. All fields are required.

If you select an option that requires additional information, the field will appear or become active.

Submit Application before leaving the page.

Alternative School Application

Your School: Apex High

Student:

Student Information			
Student:	<input type="text"/>	Student ID:	<input type="text"/>
Address:	<input type="text"/>	Current School:	Apex High
		Current Grade:	10
Home Phone:	<input type="text"/>	Track:	<input type="text"/>
DOB:	05/01/2003		
Ethnicity:	Hispanic		
Race:	Black or African American	SPED Exceptionality:	<input type="text"/>
Sex:	F	AG:	<input type="text"/>

Student's demographic data with SPED and AG

Application Details	
School Year:	<input type="radio"/> Current Year (2018-2019) <input checked="" type="radio"/> Next Year (2019-2020)
Alternative School this student is applying to:	Phillips High
Describe positive behaviors of the student:	<input type="text"/> Characters remaining: 951
Provide a description of the student's behaviors:	<input type="text"/> Characters remaining: 965
Summarize the efforts/interventions with student (parent contacts, medications, counselor involvement, Tier II, Tier III, etc)	<input type="text"/> Characters remaining: 961
Is the student being referred to special education?	<input checked="" type="radio"/> Yes <input type="radio"/> No DEC1 Date: <input type="text"/>
Tier II or Tier III plan in EASI?	<input checked="" type="radio"/> None <input type="radio"/> Tier II <input type="radio"/> Tier III
Has the student previously been retained?	<input checked="" type="radio"/> Yes <input type="radio"/> No
In what grade(s) were they retained?	<input type="text" value="7"/>
Is the family aware of the referral?	<input checked="" type="radio"/> Yes <input type="radio"/> No
How, by whom, and when were they informed?	<input type="text"/> Characters remaining: 973

If multiple years are available select the appropriate year. Each box allows for 1000 characters and has a counter showing "Characters remaining".

If "Yes" is selected for referral to special education you must enter the DEC1 date.

If "Yes" is entered for retention you must enter the grade levels of the retentions.

If "Yes" is entered for awareness of the referral you must enter the name and date.



If you **Submit Application** with a required field blank:

oasistest.wcpss.net says

All fields are required! Please complete the ones highlighted in red.

AG:

Enter the required data.


Characters remaining: 961

Yes No

DEC1 Date:

None Tier II Tier III

Yes No



Submit Application again. A green message will confirm that the application was successfully submitted.

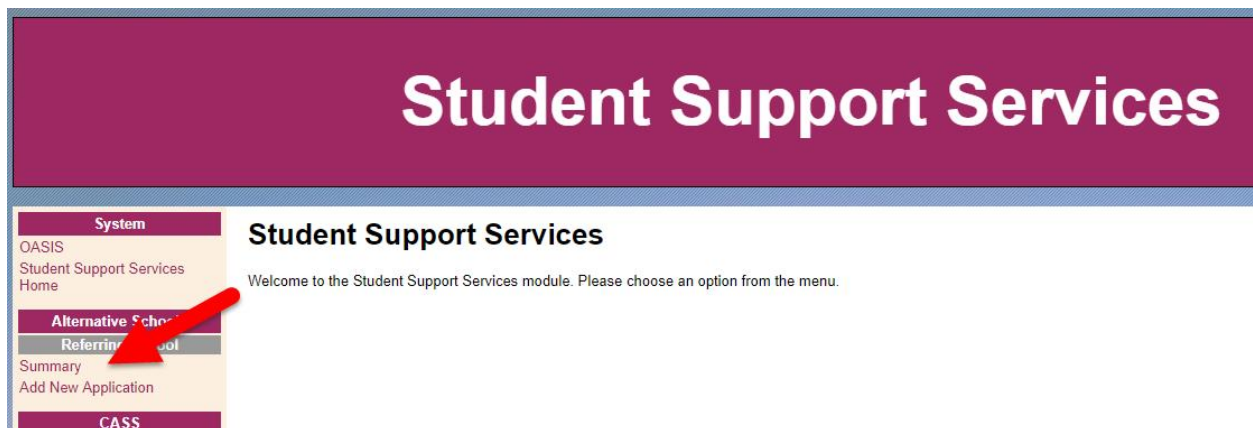
Alternative School Application

The application was submitted successfully!

Your School: Apex High

To see a summary of all student's applications submitted by the school, click on **Alternative Schools>Referring School>Summary**

- List of all students with an application at your school
- The status of the application and the required forms
- From this screen you will access student details and be able to request the Teacher Form and enter the Parent and Student Interview Form.



Student Support Services

System

OASIS
Student Support Services
Home

Alternative School


Referring School

Summary

Add New Application

CASS

Welcome to the Student Support Services module. Please choose an option from the menu.



Referring School Application Summary

Your School: Apex High

Filter By: School Year All Status All

Use filters to limit students listed.

Referrals								
School Year	Student	Alternative School	Status	Last Updated	Teacher Forms	Parent Interview Form	Student Interview Form	View Details
2019		Phillips High	In Progress	03/27/2019	None Requested	Not Complete	Not Complete	<input type="button" value="View"/>
2018		Phillips High	In Progress	03/25/2019	None Requested	Not Complete	Not Complete	<input type="button" value="View"/>
2019		Phillips High	In Progress	03/25/2019	In Progress	Not Complete	Not Complete	<input type="button" value="View"/>
2019		Phillips High	In Progress	03/25/2019	None Requested	Not Complete	Not Complete	<input type="button" value="View"/>
2019		Phillips High	In Progress	03/22/2019	In Progress	Not Complete	Not Complete	<input type="button" value="View"/>

Click **View** under **View Details** to see the data previously entered, request Teacher Forms and enter the Parent and Student Interview Forms.

Alternative School Application Details

Student Information			
Student:		Student ID:	
Address:		Current School:	Apex High
		Current Grade:	10
Home Phone:		Track:	
DOB:	05/01/2003		
Ethnicity:	Hispanic		
Race:	Black or African American	SPED Exceptionality:	
Sex:	F	AG:	

Previously entered information. Click 'Edit Application' to update data.

Application Details		<input type="button" value="Edit Application"/>
School Year:	2019	
Alternative School this student is applying to:	Phillips High	
Describe positive behaviors of the student:	Description of positive behaviors of the student.	
Provide a description of the student's behaviors:	Description of student's behaviors.	
Summarize the efforts/interventions with student (parent contacts, medications, counselor involvement, Tier II, Tier III, etc)	Summarization of efforts/interventions.	
Is the student being referred to special education?	Yes DEC1 Date: 03/05/2019	
Tier II or Tier III plan in EASI?	None	
Has the student previously been retained?	No	
In what grade(s) were they retained?		
Is the family aware of the referral?	Yes	
How, by whom, and when were they informed?	Informed by Name, and date.	

Click "Send Request" to have email sent requesting teacher complete Teacher Form.

Teacher Form Status					
Term	Teacher	Course Name	Status	Date Original Request Sent to Teacher	Date of Last Follow-up Email
18-19		Homeroom	-	<input type="button" value="Send Request"/>	
S1		Visual Arts Beginning	-	<input type="button" value="Send Request"/>	
S1		American History I	-	<input type="button" value="Send Request"/>	
S1		Foods I	-	<input type="button" value="Send Request"/>	
S1		NC Math 3	-	<input type="button" value="Send Request"/>	
S2		Biology	-	<input type="button" value="Send Request"/>	
S2		English II Honors	-	<input type="button" value="Send Request"/>	
S2		Sculpture/Ceramics VAS Intermediate	-	<input type="button" value="Send Request"/>	
S2		Marketing	-	<input type="button" value="Send Request"/>	

Click "Enter" to complete Parent and Student Interview.

Parent/Student Interview Status		
Parent Interview	Not Complete	<input type="button" value="Enter"/>
Student Interview	Not Complete	<input type="button" value="Enter"/>

This application is missing teacher, parent, and/or student forms and can not yet be submitted to the alternative school.

Teacher Form Requests

Requests have been emailed to the selected teachers to complete the teacher form.

Teacher Form Status						
Term	Teacher	Course Name	Status	Date Original Request Sent to Teacher	Date of Last Follow-up Email	
18-19		Homeroom	-	Send Request		
S1		Visual Arts Beginning	-	Send Request		
S1		American History I	-	Send Request		
S1		Foods I	-	Send Request		
S1		NC Math 3	-	Request sent!		
S2		Biology	-	Request sent!		
S2		English II Honors	-	Request sent!		
S2		Sculpture/Ceramics VAS Intermediate	-	Send Request		
S2		Marketing	-	Send Request		

Once the request is sent, the next time you are on this page, you have the option to **Send Reminder Email**.

Teacher Form Status						
Term	Teacher	Course Name	Status	Date Original Request Sent to Teacher	Date of Last Follow-up Email	
18-19		Homeroom	-	Send Request		
S1		Visual Arts Beginning	-	Send Request		
S1		American History I	-	Send Request		
S1		Foods I	-	Send Request		
S1		NC Math 3	Request sent	03/27/2019		Send Reminder Email
S2		Biology	Request sent	03/27/2019		Send Reminder Email
S2		English II Honors	Request sent	03/27/2019		Send Reminder Email
S2		Sculpture/Ceramics VAS Intermediate	-	Send Request		
S2		Marketing	-	Send Request		

When the teacher completes the form, the **Status** will change to Complete and the line will be green. Click **View Form** for details.

Teacher Form Status						
Term	Teacher	Course Name	Status	Date Original Request Sent to Teacher	Date of Last Follow-up Email	
18-19		Homeroom	-	Send Request		
S1		American History I Honors	-	Send Request		
S1		Spanish I	Request sent	03/26/2019		Send Reminder Email
S1		NC Math 3 Honors	Complete	03/21/2019		View Form
S1		Vocal Music-Choral Ensemble-Intermediate	-	Send Request		
S2		Spanish II	-	Send Request		
S2		Vocal Music-Choral Ensemble-Intermediate	Complete	03/21/2019		View Form
S2		English II Honors	Complete	03/21/2019		View Form
S2		AP Environmental Science	-	Send Request		

Parent and Student Interview

Click **Enter**.

Parent/Student Interview Status		
Parent Interview	Not Complete	<input type="button" value="Enter"/>
Student Interview	Not Complete	<input type="button" value="Enter"/>

This application is missing teacher, parent, and/or student forms and can not yet be submitted to the alternative school.

Enter the data. Text boxes have a 1000-character limit. A counter below each box shows the **Characters Remaining**.

Alternative School Application - Parent Interview Form

Student: Adames, Alexandra Elisabeth

Parent Information					
Lives with	Interviewed	Relationship	Name	Phone Number	Email
<input type="checkbox"/>	<input type="radio"/>	Father			
<input type="checkbox"/>	<input type="radio"/>	Mother			

Other Household Members				
Lives with	Name	Age	School	Relationship
<input type="checkbox"/>		17	Apex High	

Home Language: English

1) If student is not living with both birth parents, where does non-custodial parent live and describe visitation and/or relationship, if any.

Characters remaining: 1000

2) What do parents see as the child's difficulties at school?

Characters remaining: 1000

3) Are there any agencies involved with this child? Please check all that apply.

Select	Type	Agency	Contact Name	Contact Phone
<input type="checkbox"/>	Mental Health			
<input type="checkbox"/>	Juvenile Court			
<input type="checkbox"/>	DSS			
<input checked="" type="checkbox"/>	Other			

4) Does anyone in the family have a history of substance abuse, mental illness or a physical illness? No Yes

If you answered Yes, please explain below.

Characters remaining: 1000

5) Does anyone in the family have a court history? No Yes

If you answered Yes, please explain below.

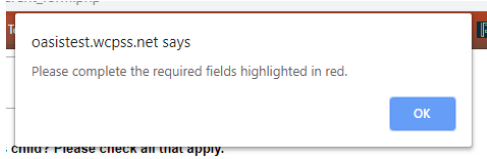
Characters remaining: 1000

6) Are there others significantly involved with the child? (Adults, peers, other family members, etc.) No Yes

If you answered Yes, please explain below.

Characters remaining: 1000

If you omit any required data when you **Submit Form** you will get a pop up requiring the missing information.



All fields are required for the Student Interview Form. Complete the fields and **Submit Form**. The form will not submit/save until all fields are completed. Each box has a 1000-character limit with a counter below the box.

Alternative School Application - Student Interview Form

Student:

Interview Questions	
What are your reading skills and strengths?	<input type="text"/> Characters remaining: 1000
What are your math skills and strengths?	<input type="text"/> Characters remaining: 1000
What activities do you enjoy?	<input type="text"/> Characters remaining: 1000
What do you think you do well?	<input type="text"/> Characters remaining: 1000
What are your goals for the future?	<input type="text"/> Characters remaining: 1000

Parent/Student Interview Status		
Parent Interview	Complete	<input type="button" value="View"/>
Student Interview	Complete	<input type="button" value="View"/>

Once the application is complete, the option to **Submit Completed Application** becomes available at the bottom of the Details page. Check the box verifying the application is complete to activate the **Submit Completed Application** button.

Parent/Student Interview Status		
Parent Interview	Complete	<input type="button" value="Edit"/>
Student Interview	Complete	<input type="button" value="Edit"/>

I verify that the application is complete and ready to be sent to the Alternative School for review. There are at least 3 teacher forms completed and the Parent Interview and Student Interview forms are completed.

Parent/Student Interview Status

Parent Interview	Complete
Student Interview	Complete

I verify that the application is complete and ready to be sent to the Alternative School for r completed.

There will be a notice at the bottom of the Alternative School Application Details page that the application has been submitted.

Parent Interview	Complete
Student Interview	Complete

I verify that the application is complete and ready to be sent to the Alternative School completed.

Application submitted successfully!