Bridge to College Courses
Registration Instructions for 2015 – 16 School Year

Districts with high schools interested in implementing the Bridge Courses for the 2015/16 year are eligible to receive funding and professional learning support from OSPI, the SBCTC, and state Bridge Course partners. **Up to 100 ELA and 100 math teachers (2 ELA and 2 Math max per high school) will be selected to implement the Bridge courses for the 2015-16 school year.** Registration for future years will be available in spring 2016.

Participating high schools will receive up to $10,500 to cover summer and school year professional development costs, including stipends, substitute reimbursement, and travel costs for teachers and building leadership (maximum - $2,500 per participating teacher; $500 for leadership support).

Successful district registration will include assurance of the district and participating school's commitment to the Bridge to College course assurances (in iGrants). Schools that are 50% or higher free & reduced lunch will be given priority for selection for both the Bridge to College Mathematics and Bridge to College English course funding; in addition, schools who are receiving College Spark funds for implementation of Agile Mind's Intensified Algebra or Academic Youth Development Advisory programs will be given priority for selection for the Bridge to College Mathematics course funding.

Districts/schools will be selected on a first-come, first registered basis. Districts will be notified starting at the end of February, on a weekly rolling basis, as to their selection for implementation in the 2015/16 year.

Registration Instructions:
1. Review iGrants Form Package 719 and the associated informational documents located on the Profile Page:
   - Bridge to College Course: Project Overview
   - Bridge to College English language arts (ELA) - Course Overview
   - Bridge to College Mathematics - Course Overview
   - Participating School Questionnaire (complete one per participating school)

2. Identify school(s) and teacher(s), for math and/or ELA, who will participate in implementation of the Bridge to College Course. Provide Bridge to College Course documents to participating principals and participating teachers.
   a. **Note:** Participating schools may select 1-2 math teachers and/or 1-2 ELA teachers per school. The grant will support no more than 4 teachers per school. Schools cannot choose, for example, 3 ELA teachers and 1 math teacher. Maximum of 2 per content area.
   b. Confirm school principal and teacher(s) are able to participate in required summer training.

3. Secure completed School Questionnaires from each participating high school for upload into iGrants:
   - District Bridge Course and/or iGrants Leads will need to download a School Registration Questionnaire for each participating high school, facilitate completion by the high school principals, and upload each high school's completed School Registration Questionnaire into iGrants. Click on the "Add" button to create a new form for each participating high school. iGrants will be considered incomplete if there is not a completed School Registration Questionnaire uploaded in iGrants for each participating high school.

4. Complete iGrants Form Package 719. This includes:
   a. Identifying a Bridge Course district lead, iGrants budget designee and District Assessment Coordinator or other district personnel responsible for Bridge Course data;
   b. Ensuring key district leaders read and understand the district assurances and obtain an electronic signature on the district assurances from the district Superintendent.
   c. Sending participating school principals the School Questionnaire and ensuring the questionnaire is completed, signed and returned to the district lead; and
   d. Completing all required pages within iGrants and uploading all participating School Questionnaires.
   e. Completing the district iGrants budget following the budget instructions (page 3) in iGrants. Funds will be accessible starting 7/1/15.