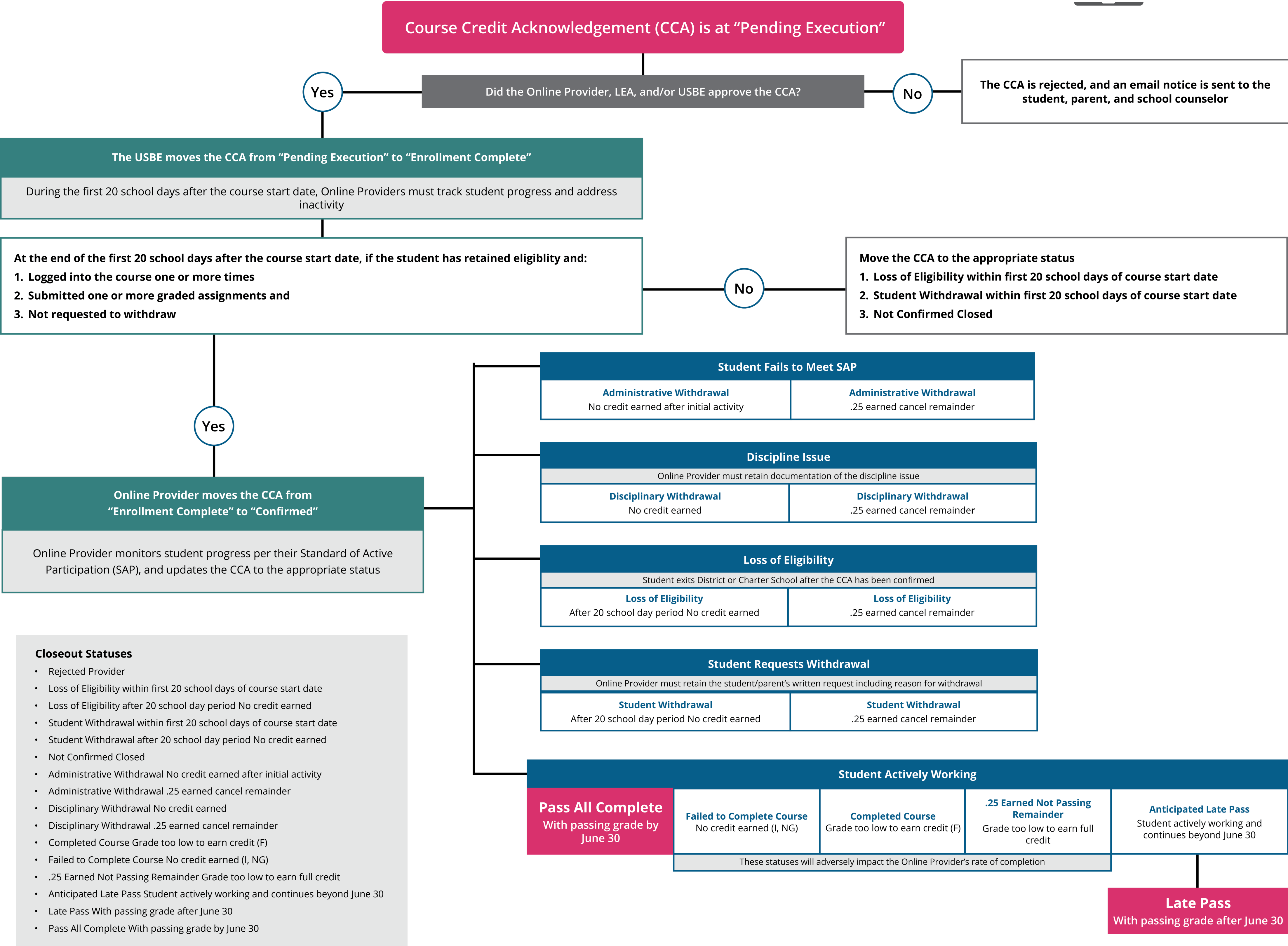


2025-2026 SEATS Status Flowchart



2025-2026 SEATS Status:

Online Provider | Step-by-Step Guide

1. Course Credit Acknowledgment (CCA) – Pending Execution

Begin with a CCA that is marked as Pending Execution.

- If rejected by the Online Provider, LEA, or USBE, the CCA is closed and a rejection notice is sent to the student, parent, and school counselor.
- If approved, USBE updates the CCA to “Enrollment Complete.” Proceed to number 2.

2. Enrollment Complete

Online Provider begins tracking student progress during the first 20 school days of the course.

- **Confirmed:** Student has logged in and submitted graded work. Provider updates CCA to “Confirmed.” Continue to number 3.
- **Not Confirmed:** Closed, no initial activity is detected. CCA is closed.
- **Loss of Eligibility:** Student becomes ineligible within the first 20 school days. CCA is closed.
- **Student Withdrawal:** Student requests withdrawal within the first 20 school days. CCA is closed.

3. Confirmed

Provider monitors student’s ongoing progress and may update the CCA as needed.

- **Earned .25 Credit:** Student has earned partial credit. Continue to number 10.
- **Completed Course – Not Passing:** Student completes the course but receives a failing grade. CCA is closed.
- **.25 Earned – Not Passing Remainder:** Student earns partial credit but does not pass remaining coursework. CCA is closed.
- **Failed to Complete Course:** No credit earned (e.g., incomplete or no grade). CCA is closed.
- **Fails to Meet SAP:** Continue to number 4.
- **Discipline Issue:** Continue to number 5.
- **Loss of Eligibility:** (after 20 days) Continue to number 6.
- **Student Withdrawal:** (after 20 days) Continue to number 7.
- **Actively Working After June 30:** Continue to number 8.

4. Fails to Meet SAP

Student fails to meet the Standard of Active Participation.

- **Administrative Withdrawal – No Credit:** No credit earned after initial activity. CCA is closed.
- **Administrative Withdrawal .25 earned:** Cancel remainder. CCA is closed.

5. Discipline Issue

Online Provider must retain documentation of the disciplinary issue.

- **Disciplinary Withdrawal – No Credit Earned:** CCA is closed.
- **Disciplinary Withdrawal – .25 Earned:** Cancel remainder. CCA is closed.

6. Loss of Eligibility

Student exits their district or charter school the CCA has been confirmed.

- **Loss of Eligibility – No Credit:** After 20 School Days. No credit earned. CCA is closed.
- **Loss of Eligibility – .25 Earned:** .25 earned; cancel remainder. CCA is closed.

7. Student Withdrawal

Online Provider must retain the student/parent’s written request including reason for withdrawal.

- **Student Withdrawal- No Credit:** After 20 School Days. No credit earned. CCA is closed.
- **Student Withdrawal- .25 Earned:** .25 earned; remainder canceled. CCA is closed.

8. Student Actively Working Beyond June 30

Student is still working after June 30 and remains eligible.

- **Failed to Complete Course:** No credit earned (I, NG). CCA is closed.
- **Completed Course Grade:** Too low to earn credit (F). CCA is closed.
- **.25 Earned Not Passing Remainder:** Grade too low to earn full credit. CCA is closed.
- **Anticipated Late Pass:** Student actively working and continues beyond June 30.
CCA could move to 4, 5, 6, 7, or Late Pass based on the appropriate circumstance.

9. Late Pass

- **Late Pass:** Student earns a passing grade after June 30. CCA is updated accordingly.

10. Pass All Complete

- **All Agreed Credit Completed:** Student earns a passing grade and completes all agreed credit by June 30. CCA is closed as successful.