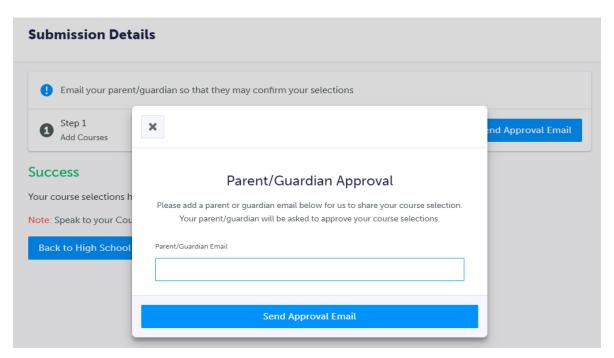


myBlueprint's *new* **online parent/guardian course selection approval** allows parent/guardian sign-off to be emailed and approved without requiring a paper form.

How students send email approval requests to a parent/guardian

1. In myBlueprint, once students submit their courses they are prompted with a **Send Approval Email** option. Once clicked, a parent or guardian's email address can be added.





- 2. After entering an email address and clicking **Send Approval Email**, the parent/guardian receives a course selection approval request email, including:
 - a. The student's course requests
 - b. Alternate course requests, if any
 - c. Issues with course submission, if any (e.g. missing prerequisite, etc.)
 - d. Student comments, if any
 - e. Course guidance messages, if any

THIS IS AN AUTOMATED MESSAGE. PLEASE DO NOT REPLY!



Course Selections approval request

Hi,

First102 Last102 has requested you approve their Course Selections.

To approve these choices, you must review the information below and click 'Approve Course Selections'.

Name: First102 Last102 School: Demo High School 2

Courses Submitted:

- English (ENG4C1)
- Chemistry (SCH4CC)
- Interdisciplinary Studies (IDC4U1)
- Visual Arts (AVI2O1)
- Introduction to Business (BBI2O1)

Alternate Courses Submitted:

Guitar Music (AMG2O1)



3. In the course selection approval request email, the parent/guardian has the option to **Approve** or **Reject** the student's selections by clicking a button or link in the email.



4. Students see a confirmation within their **High School Plan** indicating if their course selections have been approved or not by their parent/guardian.

