

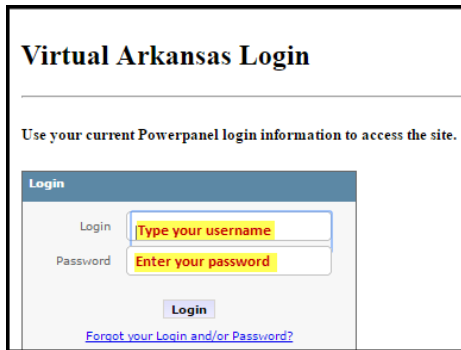


# Core and CTE Enrollment Process

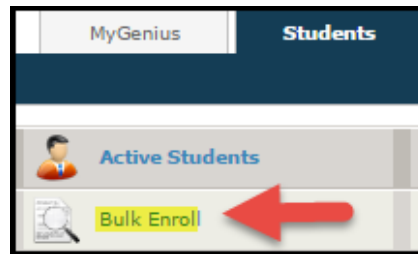
To enroll one or more students in a Core or CTE course, you must follow this process. Open your web browser and go to <http://virtualarkansas.org/>.



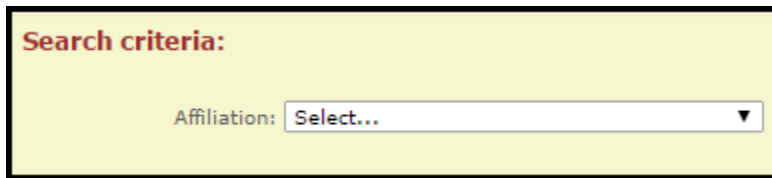
In the right-hand block, click on Registration.



Enter your username and password



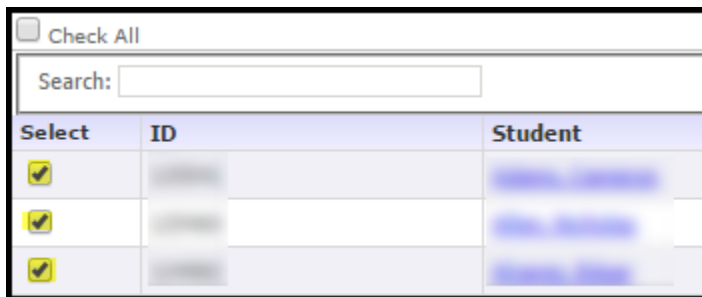
Click on the Students tab and then click on Bulk Enroll.



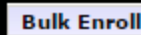
In the Search criteria box, select your school from the affiliation drop-down list.



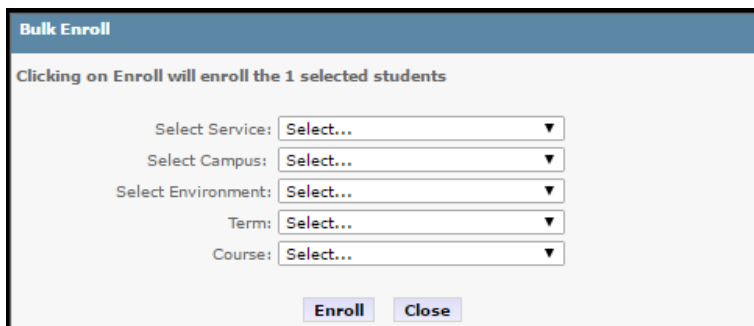
Then click Get Data.



Check the box in front of the students you wish to enroll in a specific course.



Click Bulk Enroll.



The next window is where you will make your selections for the Service, Campus, Environment, Term and Course. When you are finished, click on Enroll.