

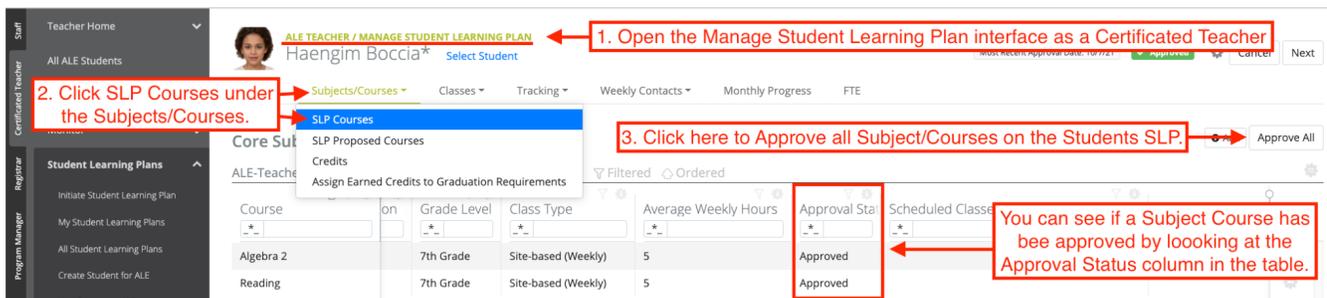
ALE Application: Approving Subject/Courses

Only a Certificated Teacher can approve Subjects/Courses on SLPs. Certificated Teachers can do this by:

As a Certificated Teacher, open the **Manage Student Learning Plan** interface for the SLP in which you want to approve the Subject/Course(s).

In the Page Navigation, Click **Subjects/Courses >> SLP Courses**. This will open the Core Subject Areas and Courses table and page. (Depending on how you opened the Manage SLP interface, you may already be here)

To approve all Subjects/Courses click “**Approve All**” on the top right side of the table.



1. Open the Manage Student Learning Plan interface as a Certificated Teacher

2. Click SLP Courses under the Subjects/Courses.

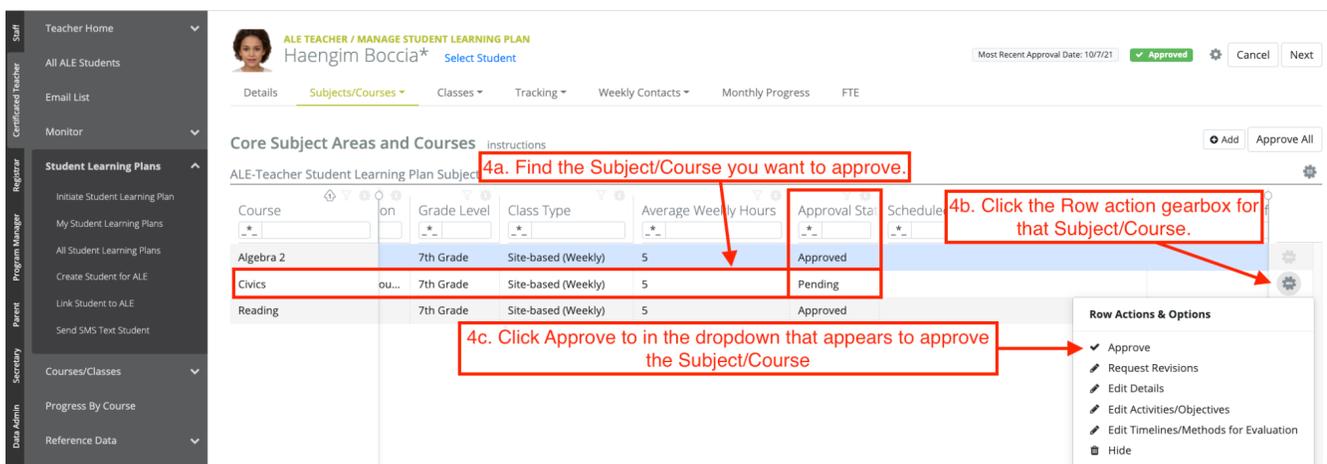
3. Click here to Approve all Subject/Courses on the Students SLP.

You can see if a Subject Course has been approved by looking at the Approval Status column in the table.

Course	Grade Level	Class Type	Average Weekly Hours	Approval Status	Scheduled Class
Algebra 2	7th Grade	Site-based (Weekly)	5	Approved	
Reading	7th Grade	Site-based (Weekly)	5	Approved	

To approve a Single Subject/Course:

- Find the **Subject/Course** you want to approve in the table.
- Click the **Row Action** gear for that Subject/Course.
- Click **Approve** in the dropdown that appears.



4a. Find the Subject/Course you want to approve.

4b. Click the Row action gearbox for that Subject/Course.

4c. Click Approve to in the dropdown that appears to approve the Subject/Course

Course	Grade Level	Class Type	Average Weekly Hours	Approval Status	Schedule
Algebra 2	7th Grade	Site-based (Weekly)	5	Approved	
Civics	7th Grade	Site-based (Weekly)	5	Pending	
Reading	7th Grade	Site-based (Weekly)	5	Approved	

Row Actions & Options

- ✓ Approve
- ✎ Request Revisions
- ✎ Edit Details
- ✎ Edit Activities/Objectives
- ✎ Edit Timelines/Methods for Evaluation
- 🔍 Hide

Note: The Approve Row Action will not show up if the Subject/Courses is already approved or if you are not a cert teacher on the SLP or Subject/Course