



For Current Families of GPPSD Applying for Apprenticeship

Login to School Engage, the link to School Engage can be found on the GPPSD Website www.gppsd.ab.ca the picture looks like this



Signing into PowerSchool Parent Portal

The button on the home page will take you to this window, log in to the PowerSchool Parent Portal.

The screenshot shows the PowerSchool SIS login interface. At the top, it says "PowerSchool SIS" and "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". Below these are input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right. A notice box contains the following text: "NOTICE: The Parent Portal will be offline on Sunday December 15 to perform a software upgrade. The new version of the software will require you to reset your password - you will be prompted to enter your old password and then a new password twice. The software requires a 'strong' password configuration: minimum of 8 characters, at least 1 upper case character, at least 1 lower case character, 1 symbol, 1 number. Please contact your child's school if you are having difficulties accessing the Parent Portal following the upgrade."

Once you sign in the PowerSchool Parent Portal Home Page will open.

The screenshot shows the PowerSchool Parent Portal home page. The top navigation bar includes "Welcome, test access", "Help", and "Sign Out". The main content area features a "New Online Registration" section with the following text: "Important Information for Online Registration. New Online Registration will be available ONLY FOR NEW students for the 2019-2020 school year beginning March 19, 2019 at 8:30 AM. If you have a child already attending Grand Prairie Public School District school, please watch for an email from your child's school with a survey regarding re-enrollment for the 2019-2020 school year. Please see our website for further information about our online registration process www.gppsd.ab.ca. If you have students enrolled in a Grand Prairie Public School District School and they are not appearing on your Parent Portal account please email powerschooladmins@gppsd.ab.ca or contact your school to have your child added to your account." A "String key was not found" error message is visible below. On the left sidebar, the "SchoolEngage" icon is circled in red.

Click the School Engage icon as circled in red, to take you to School Engage.

This is the School Engage Home Page

The screenshot shows the School Engage Home Page for user Betty2 Cooper. The page has a blue header with the SchoolEngage logo and the word "Home". On the left is a dark sidebar with navigation options: Home, My Calendar, Students (with a red notification badge), Add Student, and Help. A "Notifications" box displays a reminder: "Reminder to submit: Submit outstanding form for Jake Cooper." The main content area features a welcome message "Welcome Betty2" and the logo for Grande Prairie Public School Division, which includes a stylized figure reading a book. Below the logo is the motto "Every Student Succeeds" and a "Help?" link. A note at the bottom states: "**Independent / Mature / Adult Students Please contact the school directly, in order to proceed".

This close-up shows the left sidebar of the School Engage interface. The "Students" option, represented by a graduation cap icon, is circled in red to indicate it should be clicked.

Click on Students

This close-up shows the "Students" list in the sidebar. The student "Cooper Candy" is circled in red, indicating the next step in the process.

Click on the student you wish to submit the application for the Apprenticeship Program (must be going into Grade 11 or 12).

The screenshot shows the student profile page for Cooper Candy. The profile information includes: First Name: Cooper, Last Name: Candy, Middle Name: Lea, Birth Date: 03/01/2014, and School: Aspen Grove School. On the right, a "Forms" section lists various application forms, each with a "+ New" button:

Form Name	Action
2019-2020 Bus Application	+ New
2019-2020 Change of Information Form	+ New
2019-2020 The Academy Application	+ New
2020-2021 Academy Application	+ New
2020-2021 Academy Athletics Application	+ New
2020-2021 Apprenticeship Program (Cosmetology / Automotive)	+ New
2020-2021 Bus Application	+ New
2020-2021 GPCHS IB Prep / IB Diploma Programme Application	+ New
2020-2021 Late Entry French Immersion Application	+ New

The Student information will be in the center box the form available to select for application are on the right in the Forms menu. Choose **2020-2021 Apprenticeship Program**.

Enter all the information in the form and submit when complete.

STEPS: 1

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Apprenticeship Program (Cosmetology / Automotive) Application

The Automotive Apprenticeship program is designed for students who are planning on going into the automotive trade. When a student completes all required courses with a grade of 70% or higher, and becomes a registered apprentice in the trade, they will be eligible to challenge the First period Automotive Apprenticeship exam.

The Cosmetology Apprenticeship program is accredited by the Alberta Apprenticeship and Trade Certification program. The strand offers full technical training in the Hairstyling Trade upon the completion of 50 designated modules or credits. This means, after completing the program in High School, students can directly enter the work force as an apprentice in a salon.

Program Choice
This field is required.

Current Information

What school is the student currently attending?
This field is required.

What grade is the student currently enrolled in?
This field is required.

Application will be forwarded to Grande Prairie Composite. You will be contacted by the school to complete the application process.