

LYNX Grades 1-9 Application Process

A. Getting Started: Choose Your Student's Location and Program Type

Grades 1-9 Program Options

Calgary

- Fully Teacher Directed Program (mornings onsite)
- Fully Teacher Directed Program (mornings at home)
- Shared Responsibility Program (mornings at home)

Cochrane

- Fully Teacher Directed Program (mornings at home)
- Shared Responsibility Program (mornings at home)

Okotoks

- Fully Teacher Directed Program (mornings at home)
- Shared Responsibility Program (mornings at home)

Before Beginning the Application

1. We strongly recommend using a computer rather than a mobile phone or tablet to submit your application online.
2. You will need your child's Alberta Health Care number and a scanned copy or photo of your child's Birth Certificate or proof of citizenship or residency so that have those ready.

Completing the Application

1. If you already have a SchoolCloud account, login at <https://schoolcloud.ca/Login/>. If you do not have a SchoolCloud account, create one at <https://schoolcloud.ca/CreateUrsaAccount/>. You will receive an email with a link to set your password.
2. After creating your password, use it to log in and start the application.
3. Once you have entered your student's name and birthdate, the application will move through a series of tabs. After each page, click "Save and Continue".
4. First, choose the school (LYNX Calgary, LYNX Cochrane, or LYNX Okotoks) and the program your child is registering for (Shared Responsibility or Teacher Directed). Clicking on the different choices will give you a description of each to help you know which to choose.
5. Fill in your student's basic information (grade, address, etc.) and the parent information.
6. The questionnaire gives us helpful information to know how to best support your family.
7. Upload a copy of the child's birth certificate on the "Forms" tab.
8. Work through each of the other tabs. For Shared Responsibility students, the last page asks you to choose between following the Alberta Programs of Study or the Schedule in the Home Education Regulation, which can be found [HERE](#)
9. After completing the application, you will have an opportunity to add an additional new student. Repeat these steps to submit applications for all students.

The system will email you a copy of your completed application.

We will contact you if additional information is required to process your application.

If you have problems with any part of the application, you can contact us at <mailto:schoolcloud@thirdschools.ca>