

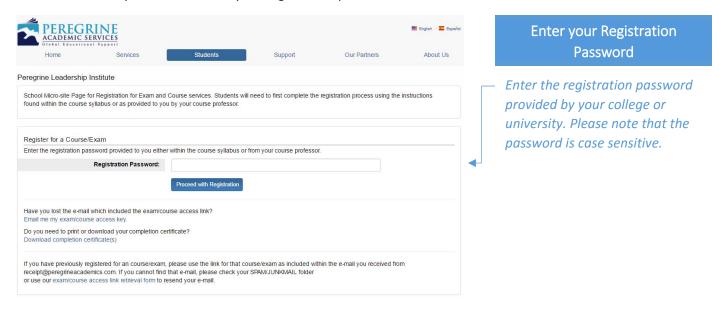
# Academic Leveling Course Student User Guide

Your school is investing in your education!

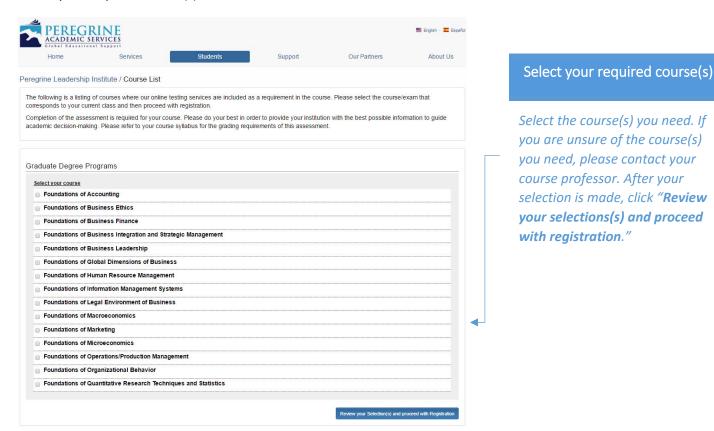
www.peregrineacademics.com

### **Micro-site Student Registration Process**

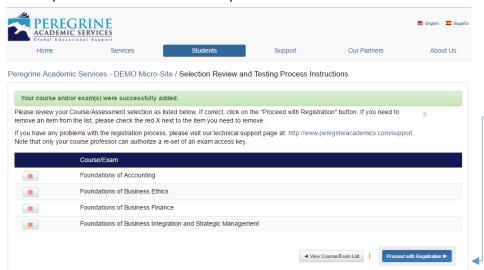
- 1. Follow the Student Registration Link that should have been provided to you by your course professor or within your course syllabus. Please note that the registration instructions contained herein apply only to micro-site registration.
- 2. Locate and select your school. Enter your registration password.



3. Select your required course(s).



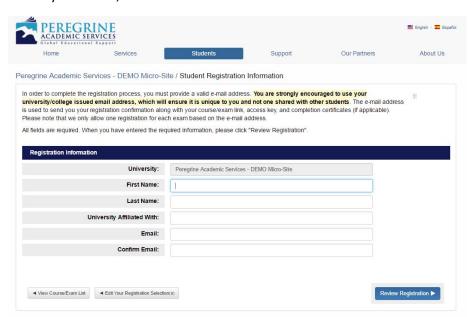
4. Review your selection and remove any unneeded items.



# Confirm your selected courses

This screen will allow you to confirm your selected courses. You can also remove any items that may have been inadvertently selected in course selection page.

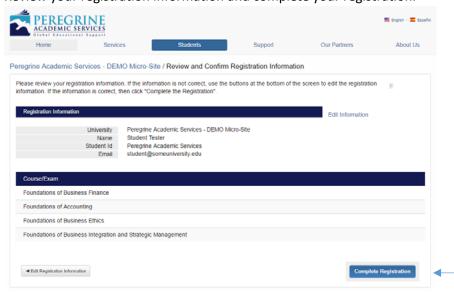
5. Enter your Name, Email and Student ID.



# Enter your registration information

You will need to enter your Name, Student ID, and school issued email address. Please note, if you have previously registered for any Peregrine items, you will need to use the same email address you used to register the first time.

6. Review your registration information and complete your registration.

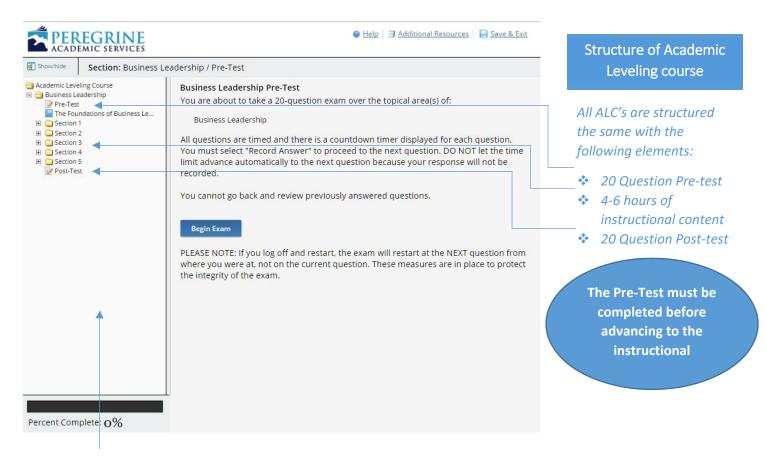


# Review and complete your registration

You can now complete your registration. You will receive an email with your course access link. You may also start the course by using the course link provided directly after you complete your registration.

## What is the overall structure and time constraints of the Academic Leveling Courses?

- ❖ There are 15 total Academic Leveling Courses. Depending on the school, students may or may not be required to take all 15 courses.
- **Section** Each course provides about 4-6 hours of instructional content.
- **Solution** Each course starts with a twenty-question pre-test which must be completed prior to starting the instructional material.
- The instructional content will contain multiple sections.
- ❖ All sections will conclude with a set of interactive questions as a review of the content covered within the sections.
- Courses then conclude with a twenty-question post-test. The post-test does offer a retake option, however only the most recent score is recorded.

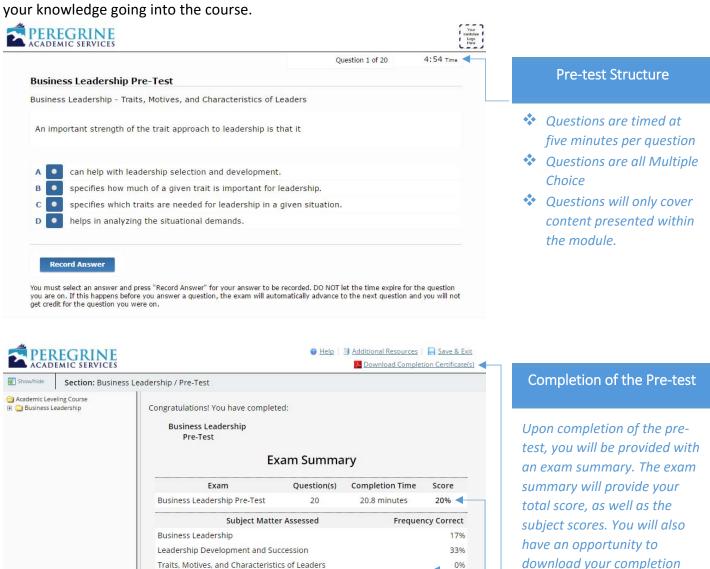


The navigation bar on the left side of the module will allow you to navigate your sections as needed. Please note that your package may show additional courses, based on the needs of the school.

#### Pre-test

Percent Complete: 8%

The ALC's all start with a 20-question pre-test. The pre-test is intended only to get a baseline measurement of your knowledge going into the course.



In order to preserve the integrity of our online exams and training courses and because of proprietary rights, we cannot provide questions/answers upon complete of an exam

Proceed to the next section

certificate.

Download Completion

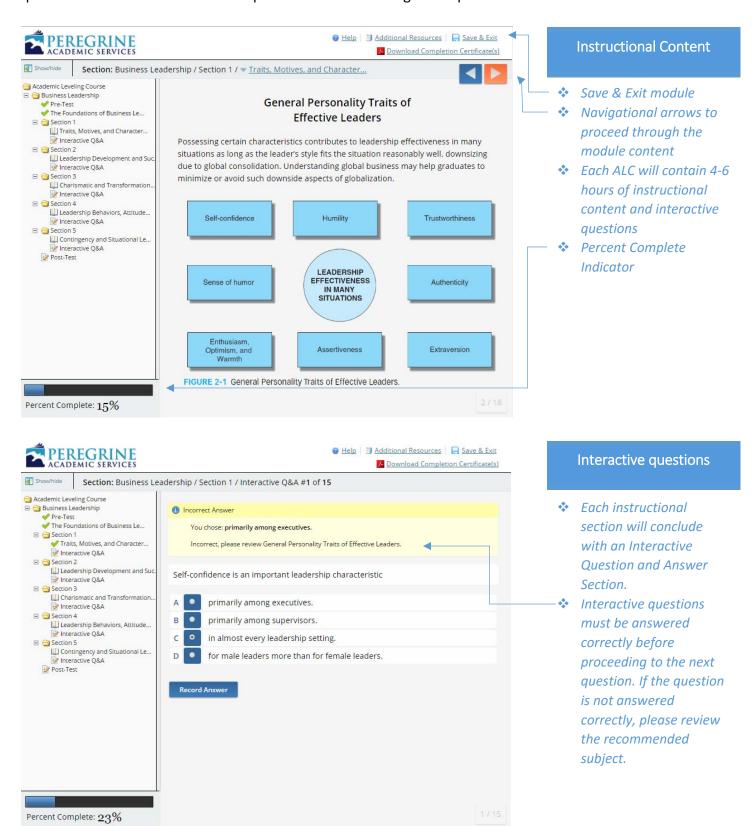
Proceed to instructional

CertificateTotal ScoreSubject Scores

content

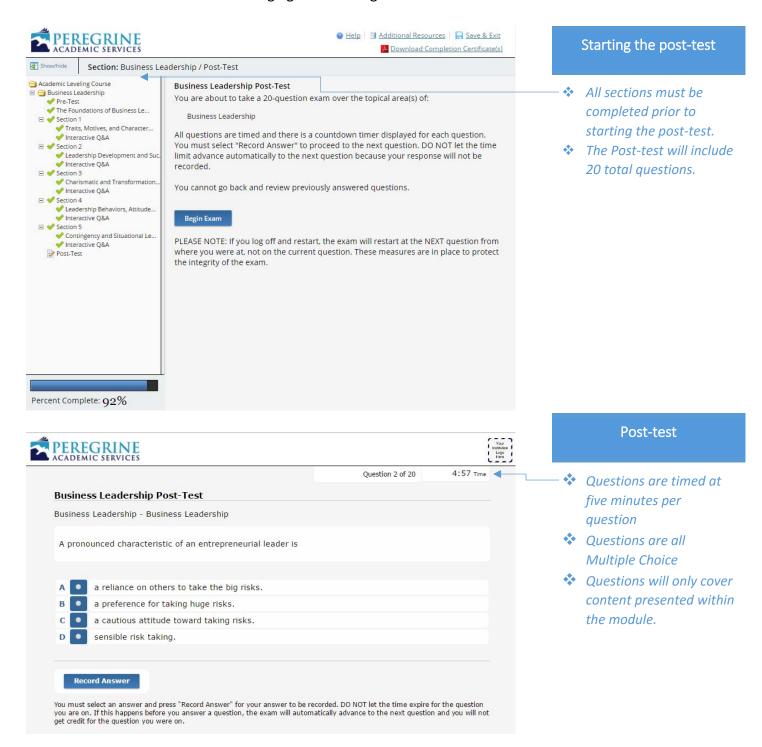
## **Instructional Content of the Academic Leveling Courses**

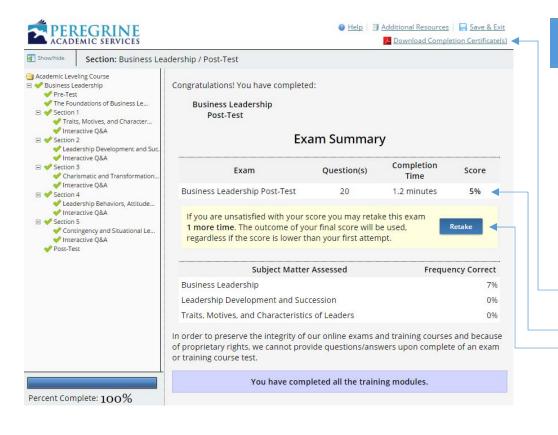
Once the pre-test has been completed, you are free to start the instructional portion of the Academic Leveling course. Each ALC course will contain approximately 4 – 6 hours of instructional content and interactive questions. All sections must be completed before advancing to the post-test.



### **Post-test**

A post-test will conclude all Academic Leveling Courses. The difference in score from the pre-test to the post-test is the direct measure of knowledge gained throughout the ALC.





# Completing the post-test

Upon completion of the post-test, you will be provided with an exam summary. The exam summary will provide your total score, as well as the subject scores. You will also have an opportunity to download your completion certificate.

- Download Completion Certificate
- ❖ Total Score
- One Retake Option\*
- Subject Scores

\*If you decide to utilize the Retake option, your original score will **not** be retrievable.



<u> </u>		# 324053-694673-170216	
Certificate of Completion  This is to certify that Student Learner			Completion Certificate
has completed the course/exam  Business Leadership Pre-Test/Post-Test  on16th February 2017			The completion certificate will include:  Total Score for the pretest and post-test Post-test Difference Subject Level Analysis
	Subject Level Analysis		
Duringer Landorship	Pre-Test	Post-Test	
Business Leadership Business Leadership	2/12 = 16.67	1/15 = 6.67	
Leadership Development and Succession	2/6 = 33.33	0/2 = 0.00	
Traits, Motives, and Characteristics of Leaders	0/2 = 0.00	0/3 = 0.00	
	Average: 20.00%	5.00%	

### Where can I find Technical Support and Frequently Asked Questions?

For additional **Technical Support** and **Frequently Asked Questions**, you may visit our website at <a href="https://www.PeregrineAcademics.com">www.PeregrineAcademics.com</a>. Under the **Support tab**, you will find various options to assist you with your technical support needs.



## **Technical Support**

Additional Technical Support can be found on our website.
Click the **Support** tab to access various technical support options.

### **Additional Student Support Links:**

- Frequently Asked Questions: www.peregrineacademics.com/home/frequently-asked-questions
- ❖ Exam Access Link Retrieval: www.peregrineacademics.com/home/exam-access-key-retrieval
- Certificate Retrieval: www.peregrineacademics.com/home/certificate-retrieval
- Correct Email Address: www.peregrineacademics.com/home/correct-email-address
- ❖ If you experience further issues or your issue is not related to the above listed areas, please contact us at 877.260.1555 or complete a Support Request Form: <a href="http://peregrineacademics.freshdesk.com/support/home">http://peregrineacademics.freshdesk.com/support/home</a>