

Get Informed

- Go to [www.texascollegebridge.org](http://www.texascollegebridge.org) to get information and resources for the Texas College Bridge program and get started on the [District tab](#)!

Apply

- Apply & Submit [Participation, Data Sharing & Requirements Agreement](#)**  
(Districts cannot proceed with the other steps until this is completed!)
- Assign a district point person to coordinate the program
- District Coordinator activates their admin account in EdReady

Define Courses

- Determine the [best course delivery format](#) to meet the needs of students:** *Stand-Alone Course with instructor, Imbedded in English/Math class, or Independent Study.*
- Define course credit options & transcript policies plus how to communicate with stakeholders

Select Students

- Review your senior student data to determine who has not met college readiness and should participate.**  
Determine if you have juniors that are a good fit for the program.

Recruit Students

- Use the [Marketing Toolkit](#) on the District tab to communicate with students**
- Communicate with parents and other stakeholders
- Ensure students understand the program and benefits

Select Staff

- Select math and English teachers that are ideal for the alternate approach of Texas College Bridge courses**
- Outline and communicate teacher expectations; View the [Teacher tab](#) information
- Select advisors/counselors to support the program

Provision EdReady

- Ensure that EdReady platform has been configured with key details:**
  - List of [participating schools](#) in ISD
  - All current English and Math [sections](#)

Instructor Training

- Ensure all instructors view the training videos available on the [Resource tab](#)**
  - Instructors (and appropriate district staff) access reports and [manage assigned student accounts](#) directly from their Texas College Bridge account in EdReady

Instructor Access

- Create accounts for all [instructors/ counselors](#) via the EdReady interface**
  - Assign schools and/or sections to limit access to only assigned students: a user with no assignments will see ALL students in your ISD. Use category assignments to limit access to the appropriate students
- Ensure instructors know assigned sections so they can communicate those details to their students

Register Students

- Ensure students have access to technology and internet**
- Help students through the registration process:
  - Share [appropriate registration URL](#) with each student based on assigned subjects (math, English, or both)
  - If a student needs an [additional subject added](#), an admin user will need to add it on their behalf. DO NOT have students register a secondary account
  - Provide the instructions on the [Student tab](#)

Monitor Progress

- Create a timeline for monitoring student progress**
  - Schedule team progress checks
  - Ensure college milestones are being completed
  - Create intervention plans for students who need additional supports
- Celebrate student successes!**