

Intention to Continue

To facilitate our planning for the following year, we have implemented a new process for administering student continuations.

All student intentions to continue their Studies can now be completed and processed through the DEMS / Millennium Home School Portal.

Please discuss with your Year 9 and Year 11 students their intention to continue their learning at Dubbo School of Distance Education for Year 10 and Year 12 in 2024. We need to be notified in term 3 of Year 11 students to continue into the Year 12 course and in Term 4 for Year 9 students to continue into Year 10.

Once you know the students' intentions, please follow the steps below:

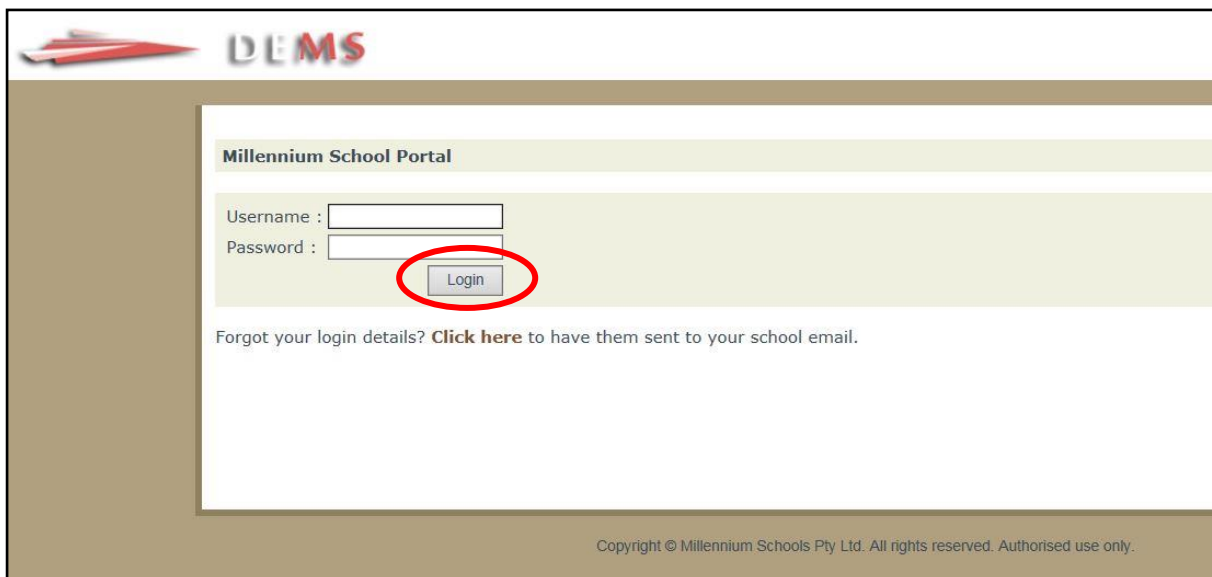
1. Access the School Portal

- (i) Go to the Distance Education Management System (DEMS) School Portal website:

<https://de.millenniumschoools.net.au/school/>

- (ii) Log in with the **Username** and **Password** provided to your school.

- (iii) Click on the **Login** button to access the Portal.



DEMS

Millennium School Portal

Username :

Password :

Login

Forgot your login details? [Click here](#) to have them sent to your school email.

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2. Access the Continuing section

- (i) Click on the **Continuing** heading on the left side menu. A list of the students enrolled with us will appear on your screen.

4 AUG 2023 07:12

My School Kyogle Learning Hub Year: 2023

Supervisors CONTINUING ENROLMENTS 2023

Enrolments

Continuing

Log Out

Search for Continuing Enrolments

First Name : Last Name :

NESA-ID : Grade :

Please indicate whether the students listed will be continuing their enrolment for the following year by clicking YES or NO. This can only be done once. If you require a change on a student's continuing enrolment, please email the school. If you are unsure, please leave blank.

[Recently Updated] Found 1 Enrolments...

Grade	Student	DE School	Course	Class	Updated	Updated By	Continuing	Reason
Year 11	King, Joe	SXDE	Student Planner Test Yr 11	SPT11.DowP	03 AUG 2023 20:51	[SXDE]	<input type="text" value="No"/>	

- (ii) Ensure that you are in **2023**.
- (iii) In the **Continuing** column, select the students' intention from the drop-down list:

Yes if the student is continuing with their studies in 2024.

or

No if the student will NOT continue with their studies in 2024. If **No** is selected it would be appreciated if a **Reason** is provided - this is optional.

Please do this for all students on the list. If you are unsure whether the students listed will be continuing, please leave blank.

Once completed, press the **Update Enrolments** button to save your selections.

4 AUG 2023 07:12

My School Kyogle Learning Hub Year: 2023

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Legend : Green = Accepted, Red = Withdrawn, White/Grey = Editing

This selection may be made once only, If you require a change of the student's continuing enrolment, please email us:

jacqueline.g.rodgers@det.nsw.edu.au

We thank you for your supervision of our students!