

Intention to Continue for 2024

To facilitate our planning for 2024, 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:

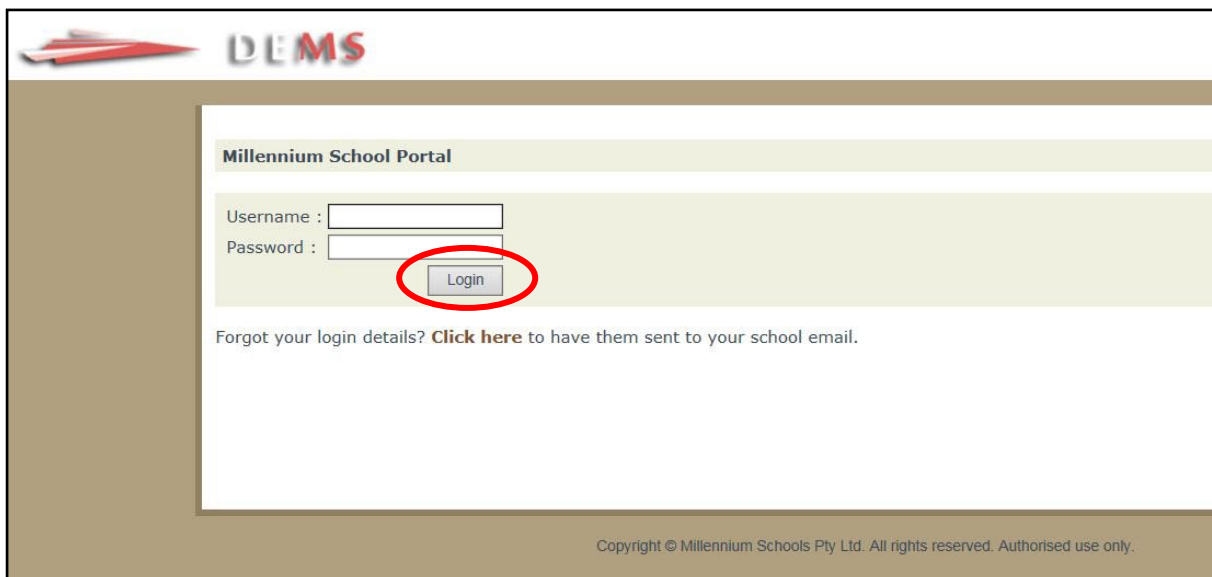
1. Access the School Portal

- (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.



The screenshot shows the login interface for the Millennium School Portal. At the top left is the DEMS logo. The main heading is "Millennium School Portal". Below this, there are two input fields: "Username :" and "Password :". To the right of the password field is a "Login" button, which is circled in red. Below the login fields, there is a link that says "Forgot your login details? **Click here** to have them sent to your school email." At the bottom of the page, there is a small copyright notice: "Copyright © Millennium Schools Pty Ltd. All rights reserved. Authorised use only."

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.

My School Kyogle Learning Hub Year: 2023

Supervisors

Enrolments

Continuing

Log Out

CONTINUING ENROLMENTS 2023

Search for Continuing Enrolments

First Name : Last Name :
NESA-ID : Grade : [Select an...] [Search]

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]	[v]	

[Update Enrolments]

Yes
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.

My School Kyogle Learning Hub Year: 2023

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CONTINUING ENROLMENTS 2023

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[Recently Updated] Found 1 Enrolments...

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Year 11	King, Joe	SXDE	Student Planner Test Yr 11	SPT11.DowP	03 AUG 2023 20:51	[SXDE]	No	student relocating li

[Update Enrolments]

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.rogers@det.nsw.edu.au

We thank you for your supervision of our students!