

# LEA Mini Training: Middle School Students & the Statewide Online Education Program (SOEP)

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*Utah State Board of Education, 2025*



Statewide Online  
Education Program



# Our purpose

To build trust through transparency and ensure a clear understanding of the SOEP



# Learning Objectives

1. Learn whether to accept or reject a course request in SEATS for middle school students based on specific criteria and scenarios
2. Ensure you feel supported and know who to contact regarding the SOEP

# SOEP Eligibility and Enrollment Facts

- Students in grades 6th-12th are eligible to participate in the SOEP
- An eligible student may enroll in up to **six credits** per school year with the SOEP, or more if it is determined to better meet their academic needs
- SOEP public school students remain fully enrolled in their primary school, and the Local Education Agency (LEA) receives the student's full funding

# SOEP Middle School Facts

- Middle school students may take middle or high school courses through the SOEP
  - High school level courses should be reflected on the student's high school transcript
- Middle school students cannot use high school courses to replace middle school requirements
  - Example: If the student has not taken middle school PE, the student should not be allowed to take a SOEP high school PE to fulfill the middle school PE requirement

# SOEP Middle School Facts (cont.)

- Middle school students who take high school level math are still required to complete 3.0 math credits in high school to meet graduation requirements

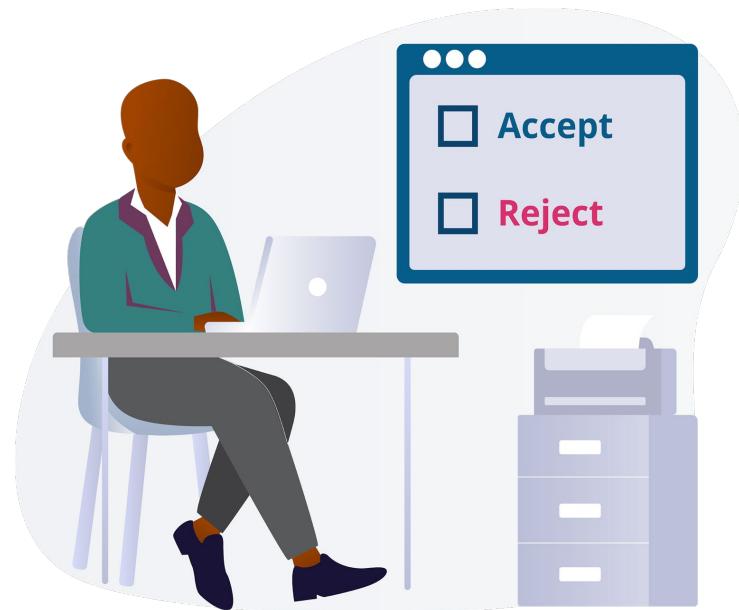
# SOEP Course Request Decision Tree

The following slides and scenarios use the [SOEP Course Request Decision Tree](#) found on our website under the LEA Counselors, Registrars and Staff page. You may find it helpful to open this document, as it will be referenced at each step.

This resource will help you:

- Determine when to accept or reject a CCA
- Navigate scenarios for over-enrolled students

# Scenario 1



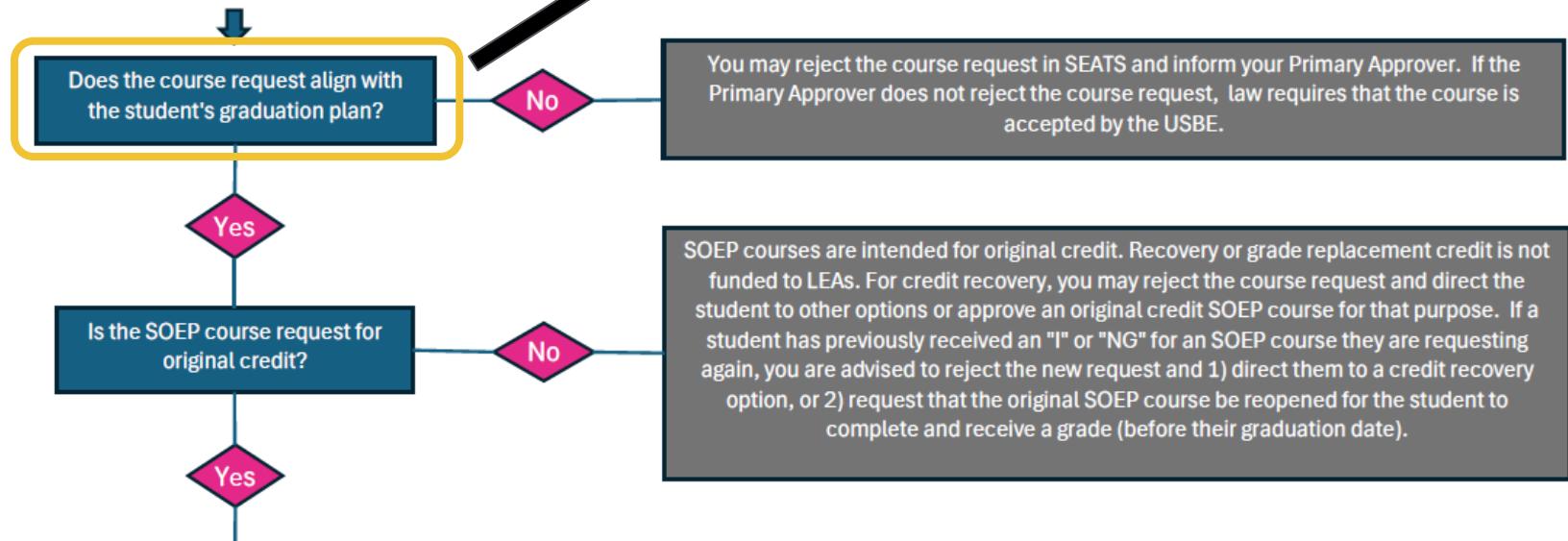
Annie is a 6th grade middle school student, and has a full course load at the school. She has requested to take two semesters of high school **Earth Science (.50 each)** and high school **Drawing I (.50)** through the SOEP. Annie has an Early Graduation plan in place. Should you accept or reject these SOEP course requests?

\*We will use the decision tree to help you make this determination in the following slides.

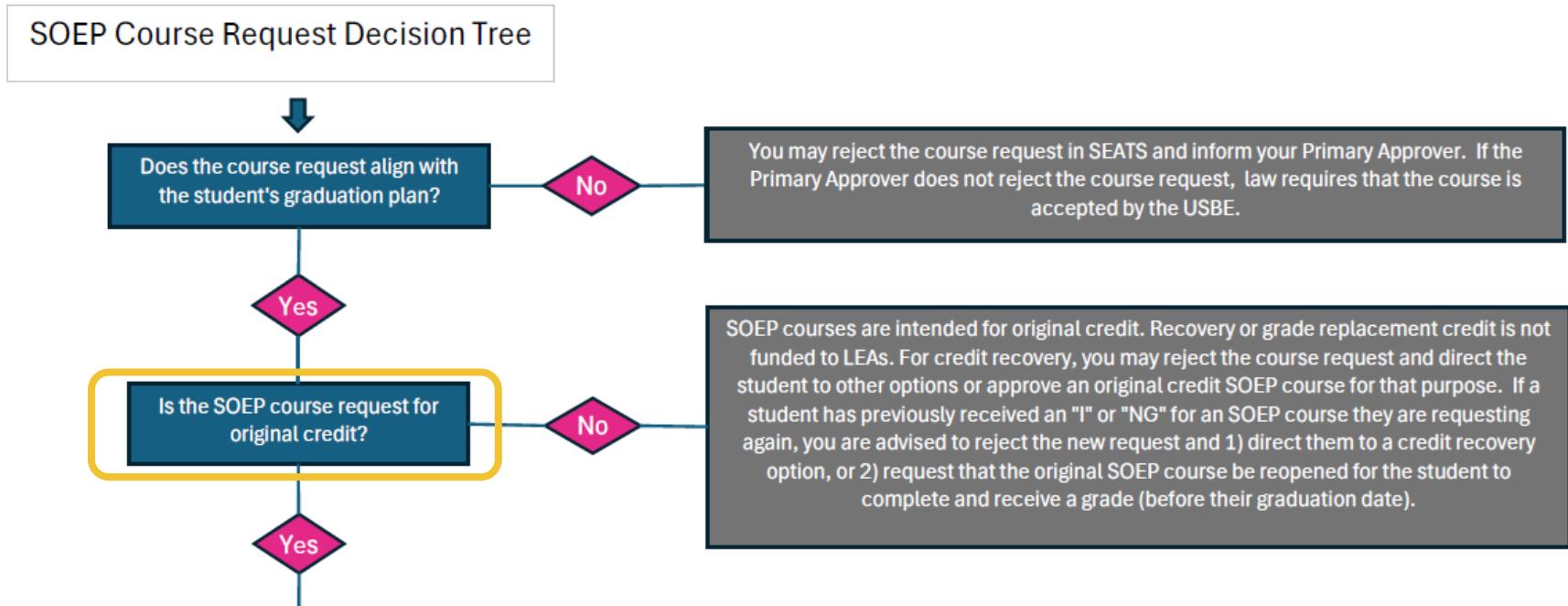
# Accepting & Rejecting Courses in SEATS

This includes fulfilling the daily school schedule requirements for 6th grade.

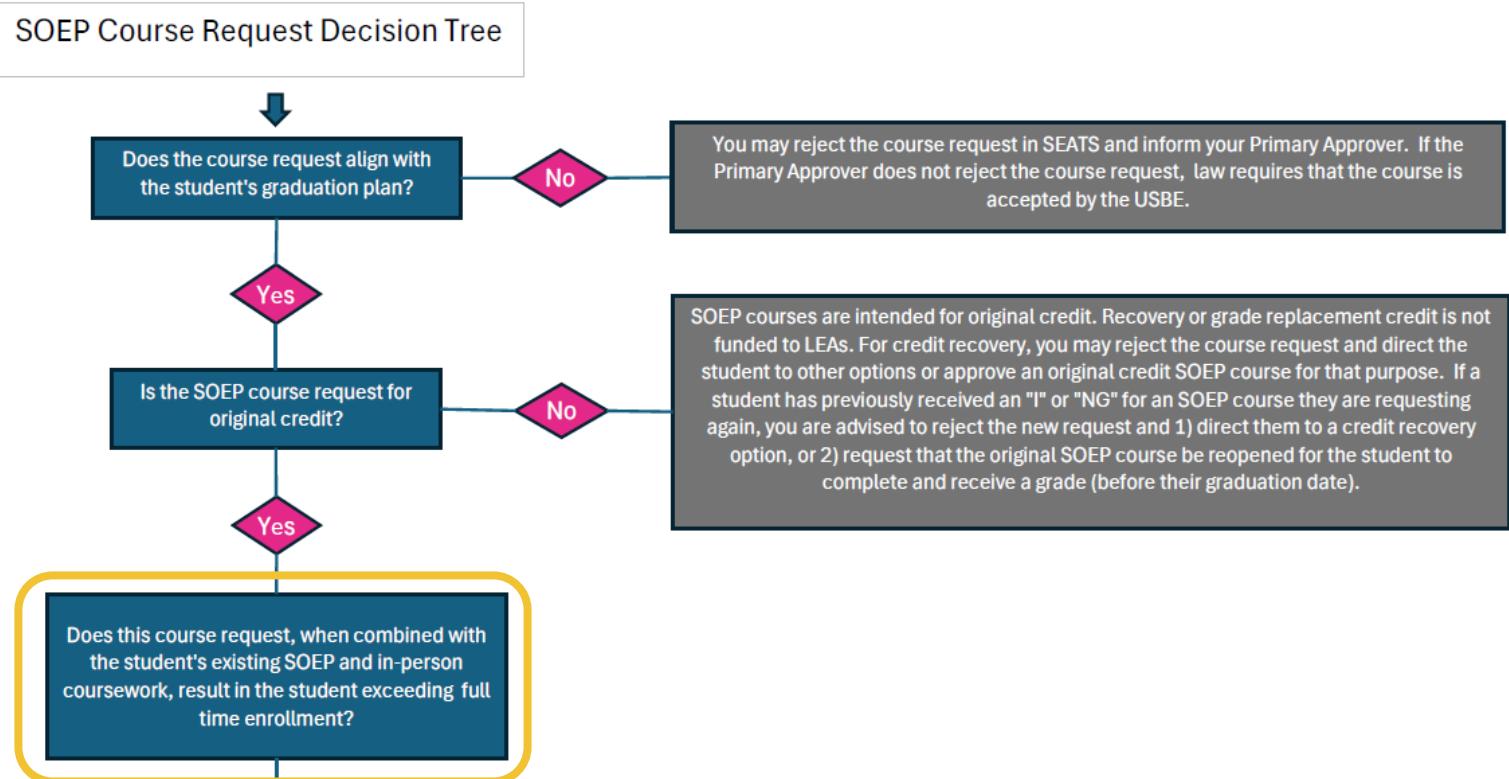
SOEP Course Request Decision Tree



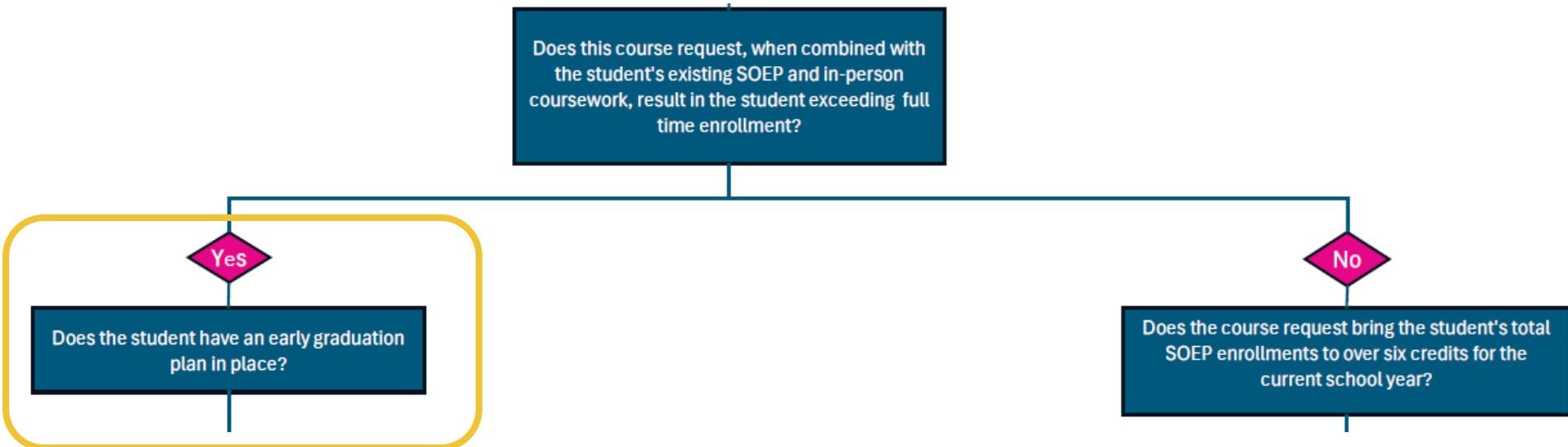
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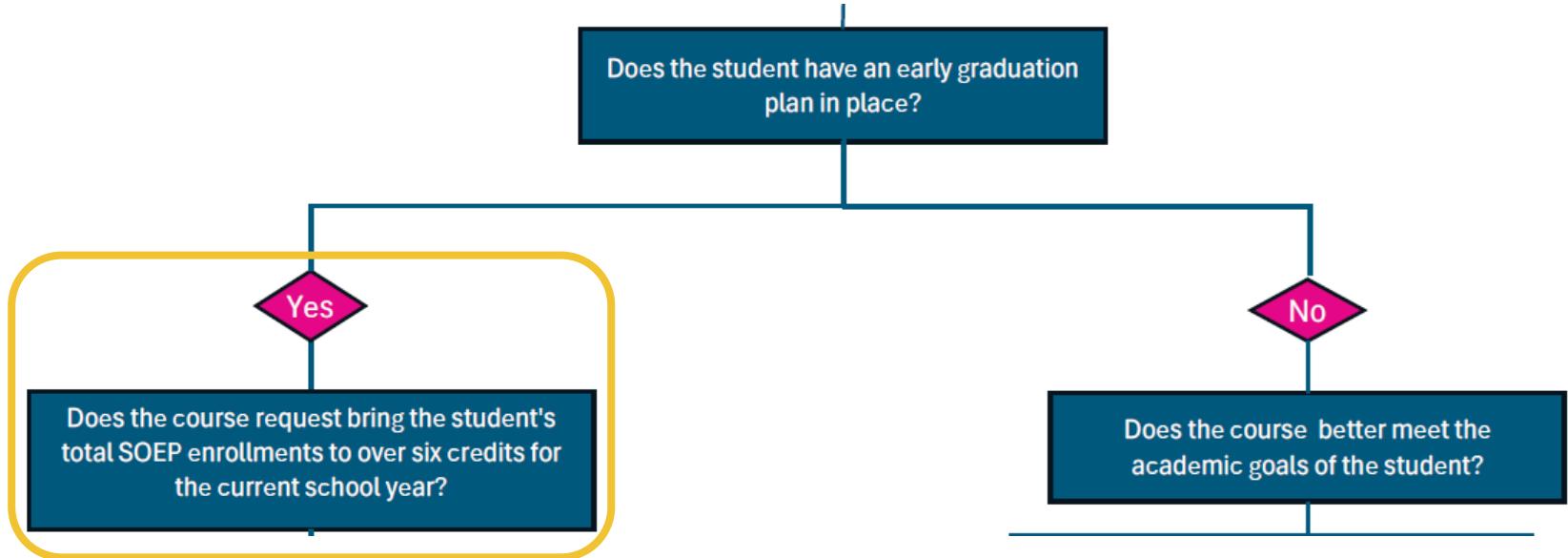
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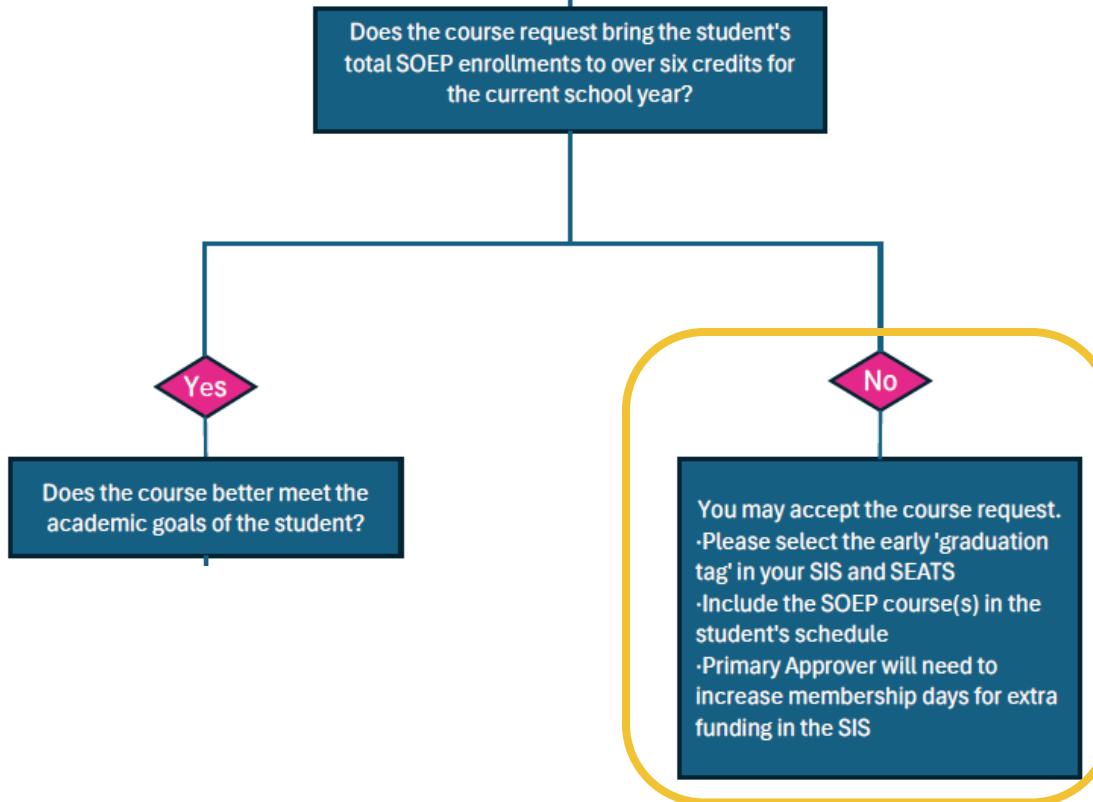
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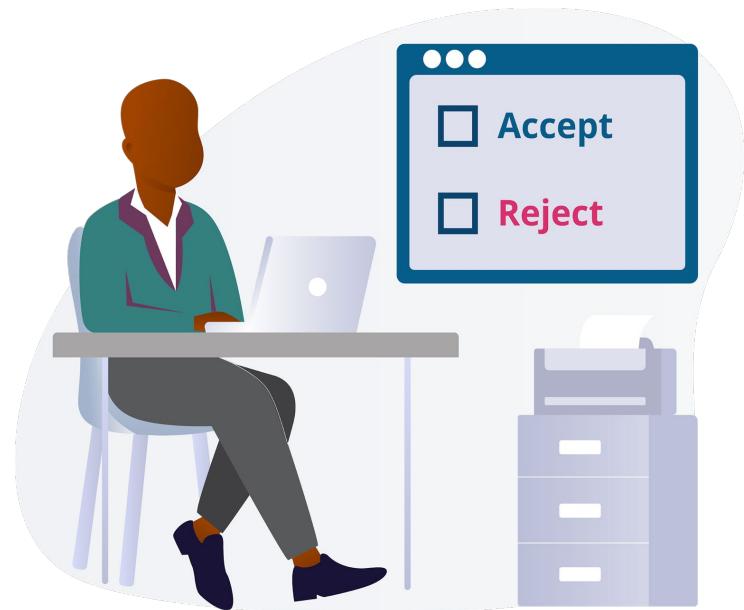


**Course Request**

- ✓ Aligns with graduation plan
- ✓ Original credit
- ✓ Exceeds full-time enrollment
- ✓ Mark the Early graduation plan in your SIS & SEATS
- ✓ Total SOEP enrollments **not** over 6 credits

For scenario 1, you may **accept** the course request.

# Scenario 2

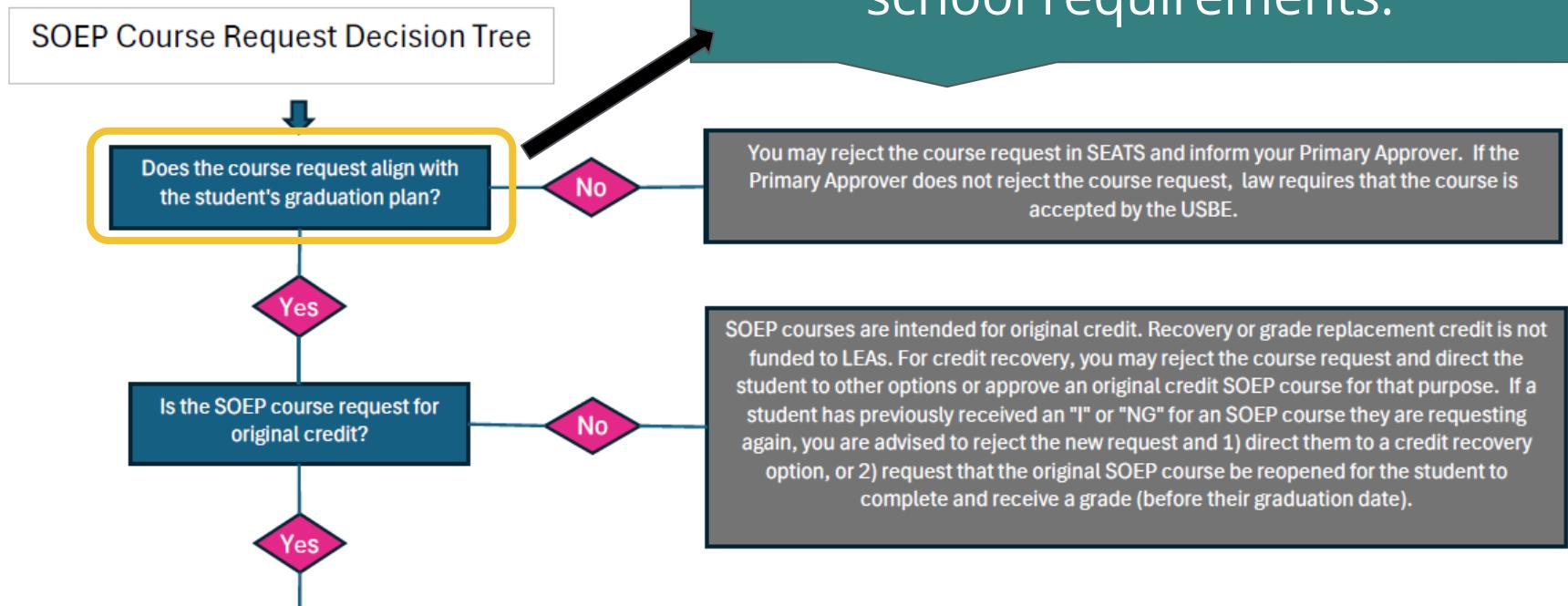


Jack is a 7th grade middle school student, and has a full course load at the school. However, he wants to take **Math 7** and **Language Arts 7** online and drop them at school. (*This request is before your course drop/schedule change date*) Your school already offers these courses. Should you accept or reject these SOEP course requests?

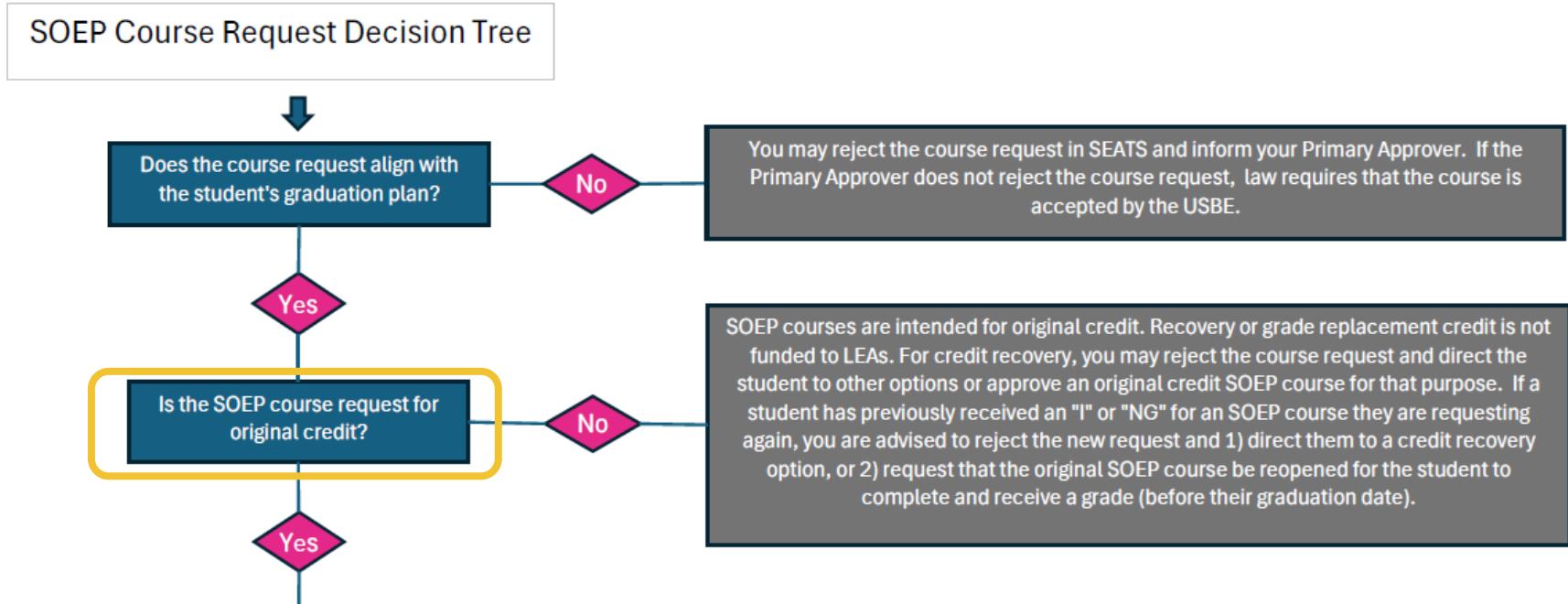
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# Accepting & Rejecting Courses in SEATS

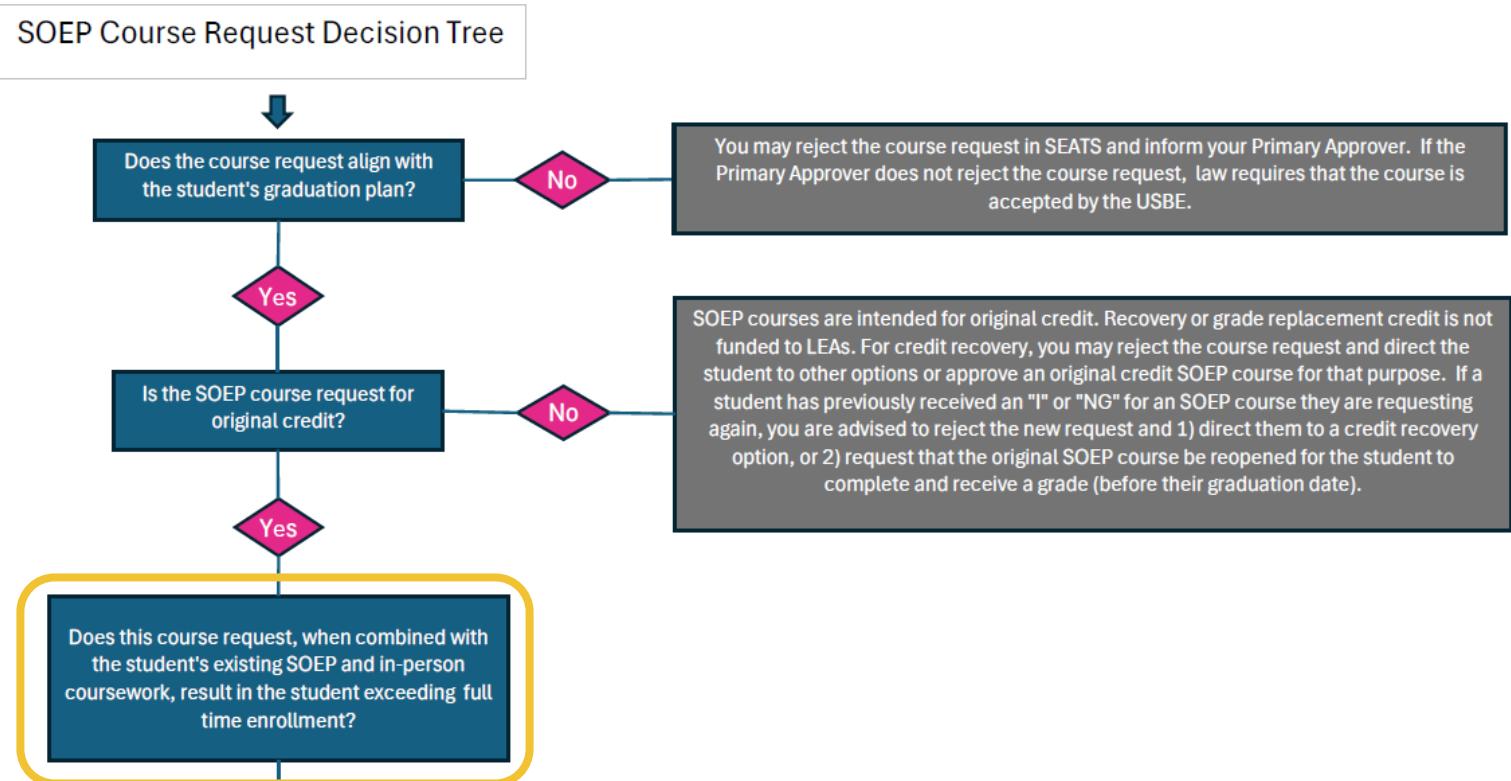
This includes fulfilling middle school requirements.



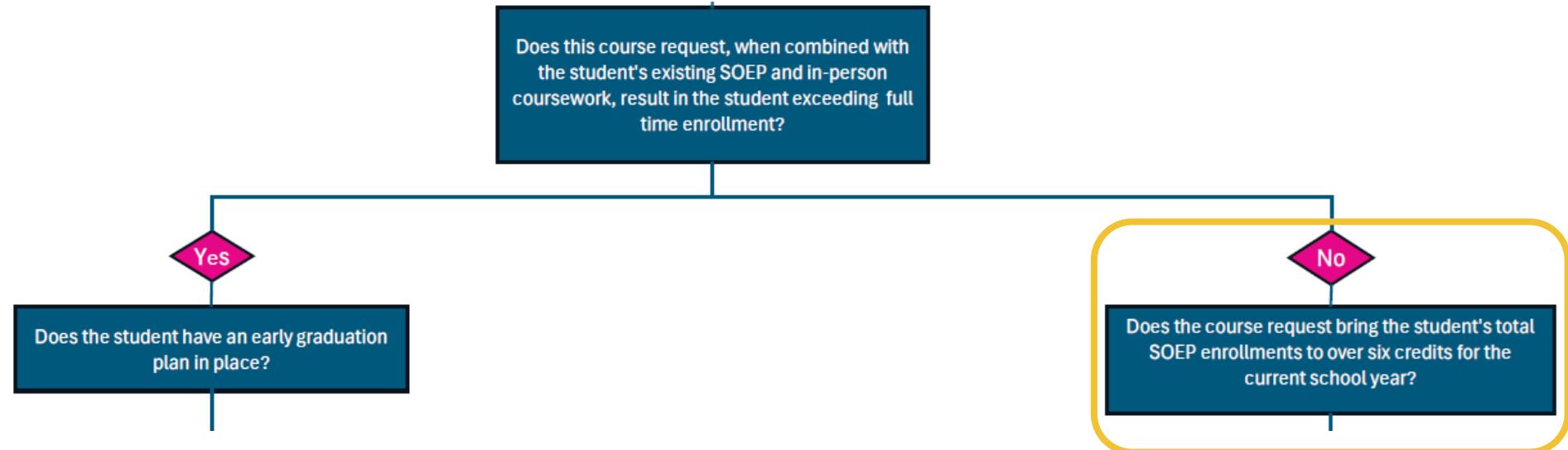
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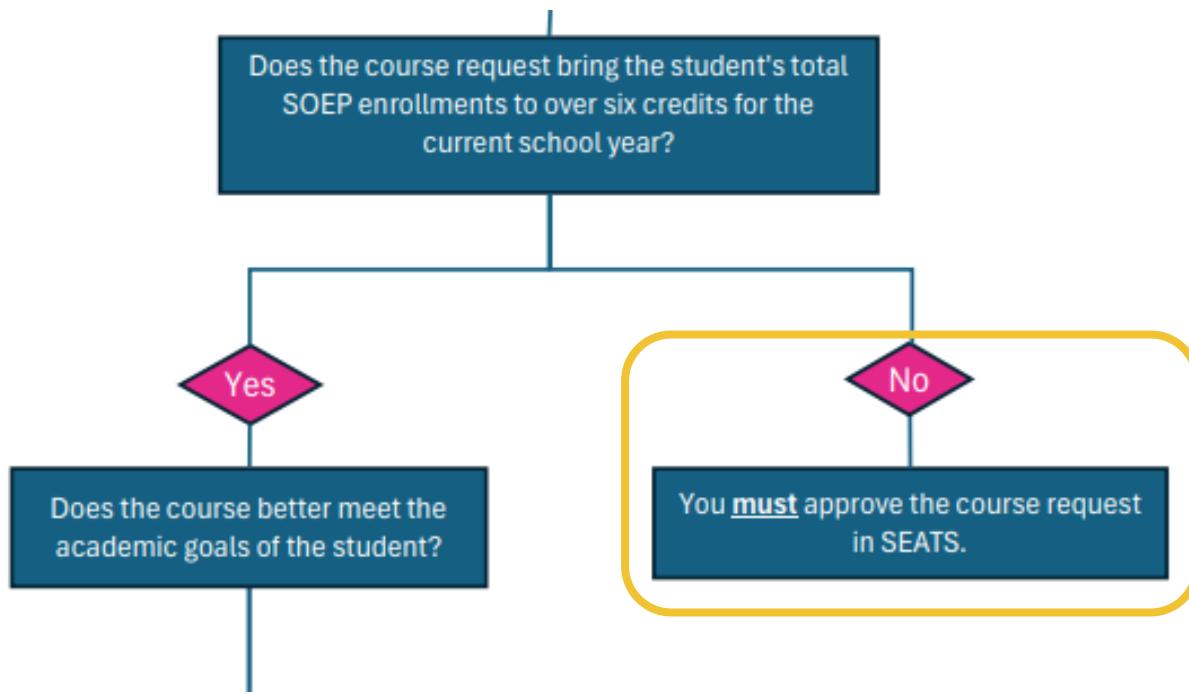
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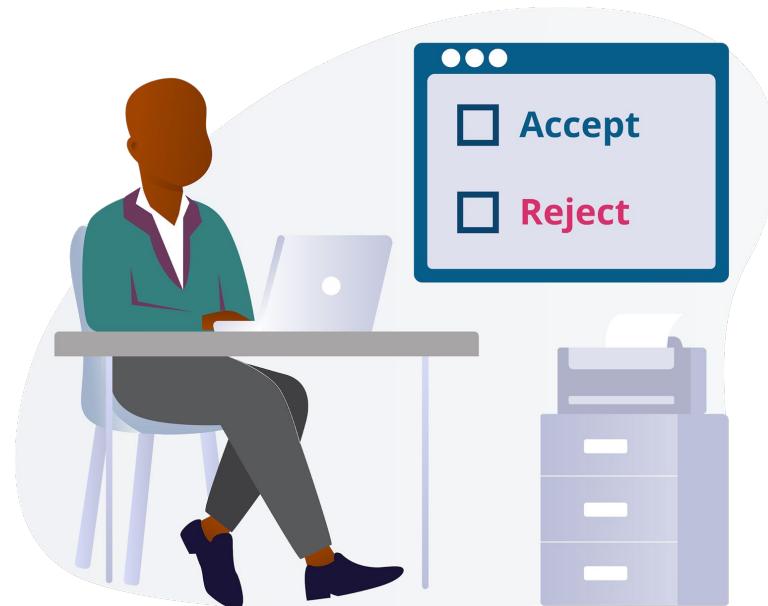


**Course Request**

- ✓ Aligns with graduation plan
- ✓ Original credit
- ✓ Does **not** exceed full-time enrollment
- ✓ Total SOEP enrollments not over 6 credits

For scenario 2, you **must** approve the course request. The student will need to be dropped from their in-person LA 7 and Math 7.

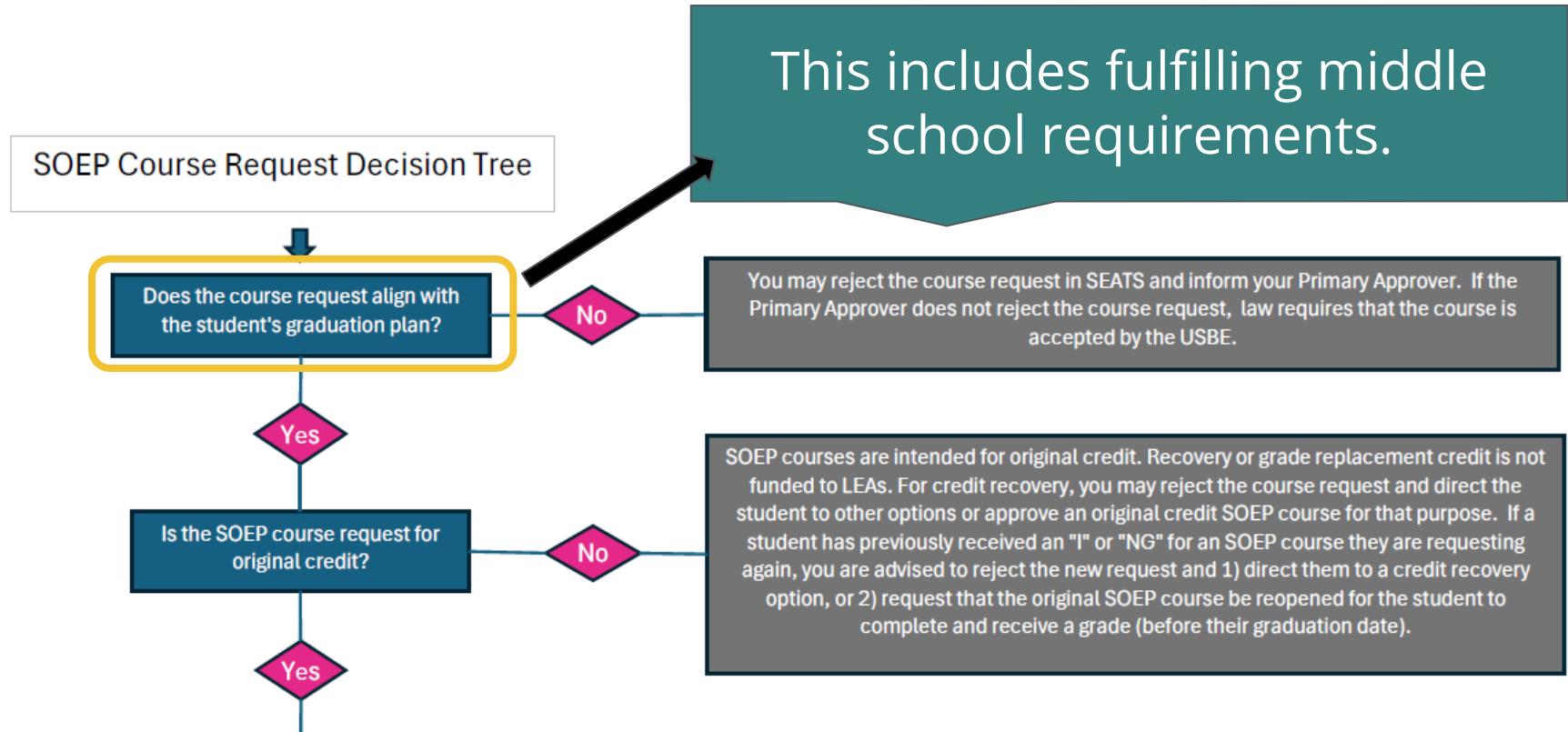
# Scenario 3



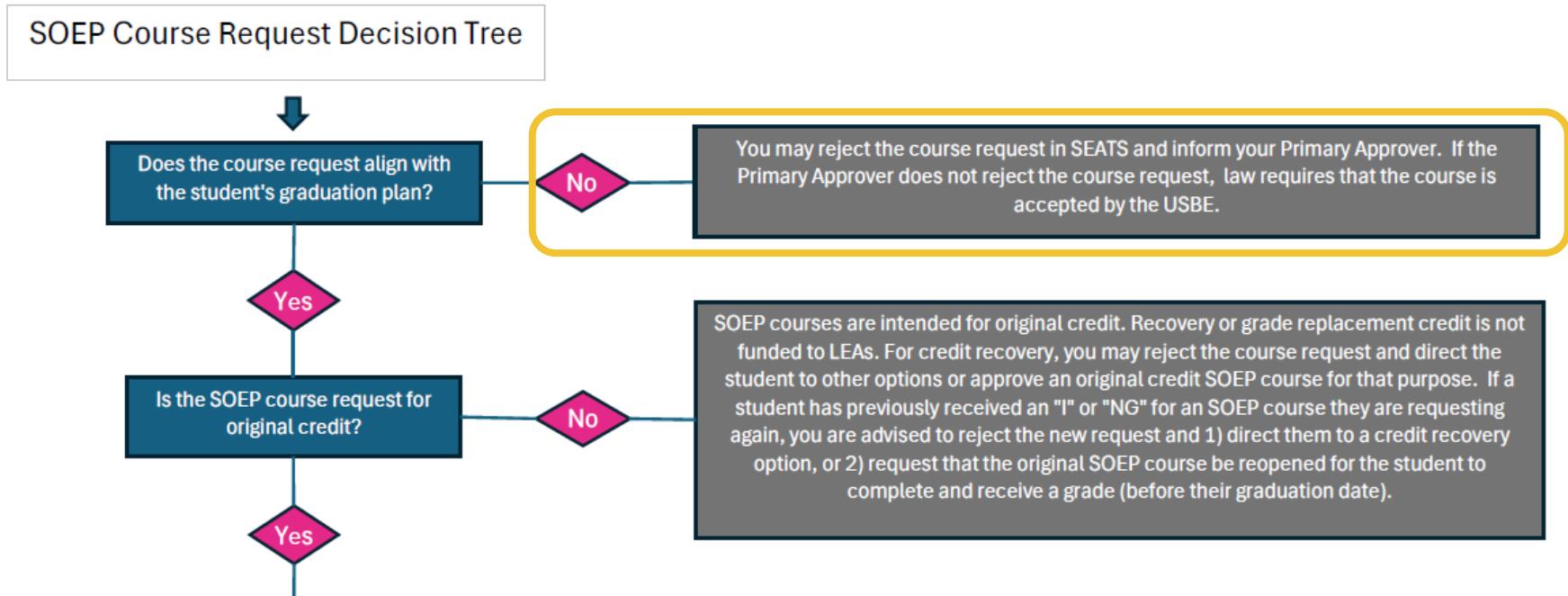
Katie is a 7th grade middle school student, and has a full course load at the school. Her mom and math teacher have indicated she is advanced in math. She requests to take two semesters of **Secondary Math I (.50 each)** through the SOEP instead of taking **Math 7**. Should you accept or reject these SOEP course requests?

\*We will use the decision tree to help you make this determination in the following slides.

# Accepting & Rejecting Courses in SEATS



# Accepting & Rejecting Courses in SEATS



# The Why

- Katie cannot replace middle school math requirements with a high school math course
- In order to enroll in a high school level math course Katie must first:
  - Demonstrate competency for Math 7 and Math 8
    - This could be done by the school administering an assessment to show that Katie knows and can demonstrate competency to meet the middle school Math 7 and Math 8 standards

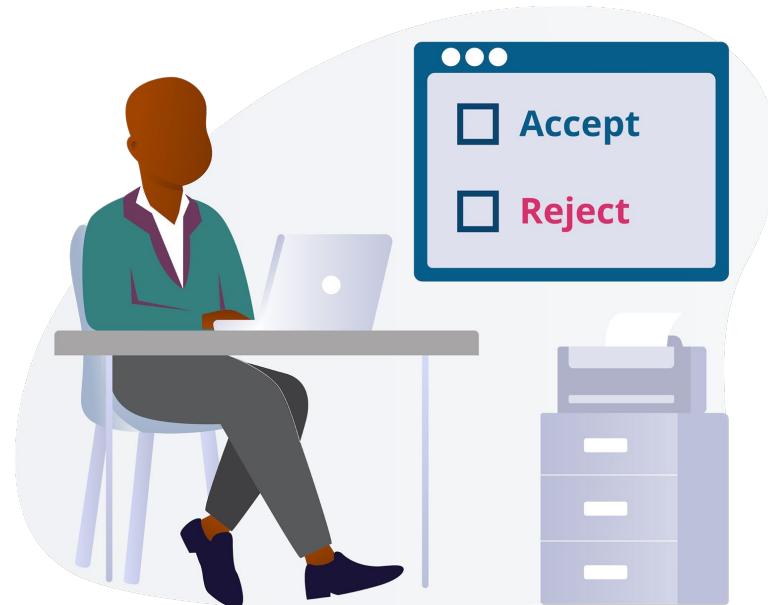
# Demonstration of Competency

- If Katie demonstrated competency for Math 7 and Math 8, thus fulfilling the middle school math requirements, you may approve the SOEP course for Secondary Math I
- Katie would still be required to take 3 years of high school math starting in 9th grade
  - She could expand to CE, or AP courses to fulfill this requirement

# Additional Information about Middle School Math Paths

- Your school may have an accelerated math program that includes Secondary Math I as an option in middle school
  - If a student takes the demonstrated competency pathway, the student may take Secondary Math through the SOEP

# Scenario 4

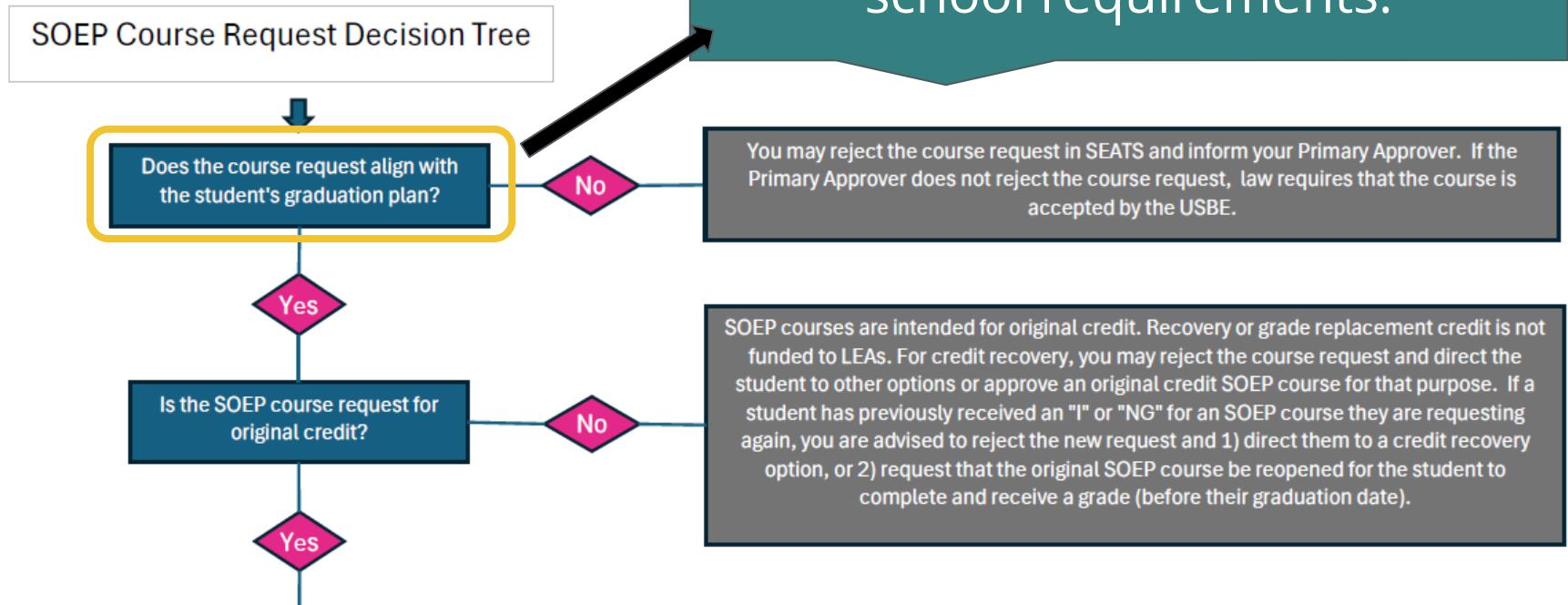


Mason is an 8th grade middle school student, and has a full course load at the school. His parent indicates that he wants to take **Biology, Business Office Specialist and Fit for Life** through the SOEP instead of **Grade 8 Integrated Science, Digital Literacy, and PE 8**. Should you accept or reject these SOEP course requests?

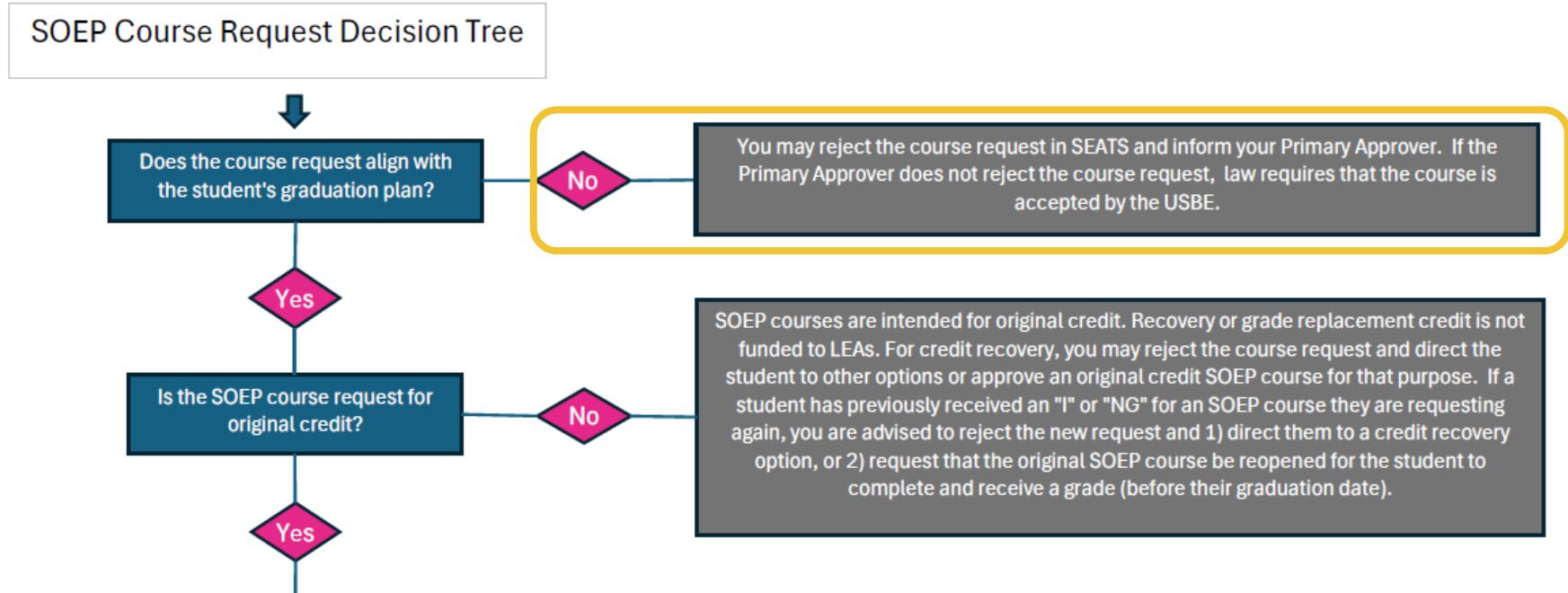
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# Accepting & Rejecting Courses in SEATS

This includes fulfilling middle school requirements.



# Accepting & Rejecting Courses in SEATS



# The Why

Mason cannot replace middle school course requirements with high school course requirements

He can:

- Take the middle school requirements *and* the requested SOEP courses
  - As he is accelerating his progress and is over-enrolled, an early graduation plan would need to be established and membership increased if additional funding is desired

The following slides provide information regarding homeschool students, to guide you for the next scenario.

# Homeschool Student SOEP Options

Students who are homeschooled and request SOEP courses have 2 options:

- Option 1: Request SOEP courses as a homeschool student (*not dual enrolled- homeschool only*)
  - The LEA is not notified of these courses and does not approve them
  - The LEA *does not* pay for these courses
    - A homeschool grant pays for these courses
  - Courses are not added to the student's LEA schedule

# Homeschool Student SOEP Options (cont.)

Students who are homeschooled and request SOEP courses have 2 options:

- Option 2: Request SOEP courses with an LEA
  - The student must register with the LEA
  - The counselor and Primary Approver at the LEA receive an email notification of the course request
  - If approved, the courses must be added to the student's schedule and are counted toward the student's overall enrollment/membership at the LEA

# Homeschool Students SOEP Registration

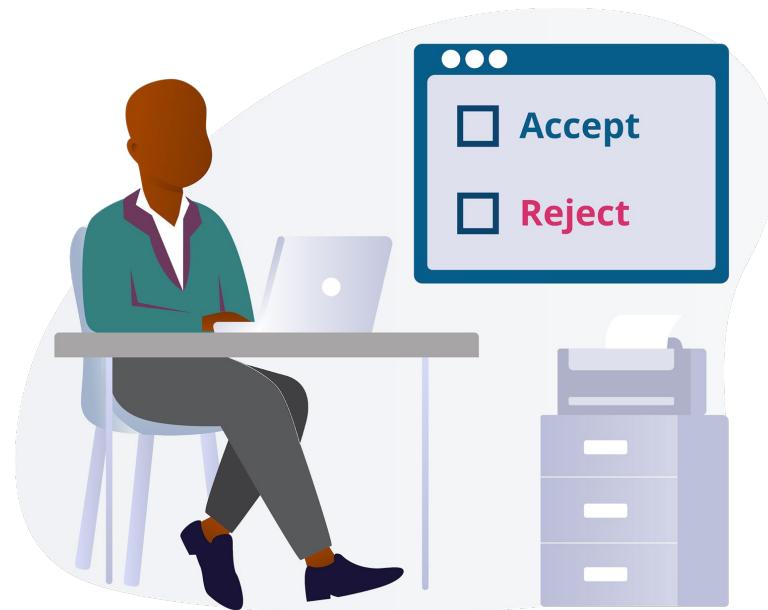
Students enrolled in a public school **cannot** request SOEP courses as a homeschool student even if they are only attending the school part-time.

- If a student has any public school enrollment, they must register for SOEP courses with the LEA in which they are enrolled
- If the student has a public school enrollment and registers for SOEP courses as a homeschool student, the course requests will be rejected

# SOEP Homeschool Student Key Takeaways

- If a homeschool student is NOT enrolled in your LEA, and the counselor/Primary Approver receives a SOEP course request, they may:
  1. Reject the course request as the student is not enrolled in the LEA
    - The student is informed of the rejection and can register as a homeschool student through the SOEP; or,
  2. The counselor can contact the student to enroll them in the LEA and approve the SOEP courses
    - These courses would then be added to the student's schedule

# Scenario 5

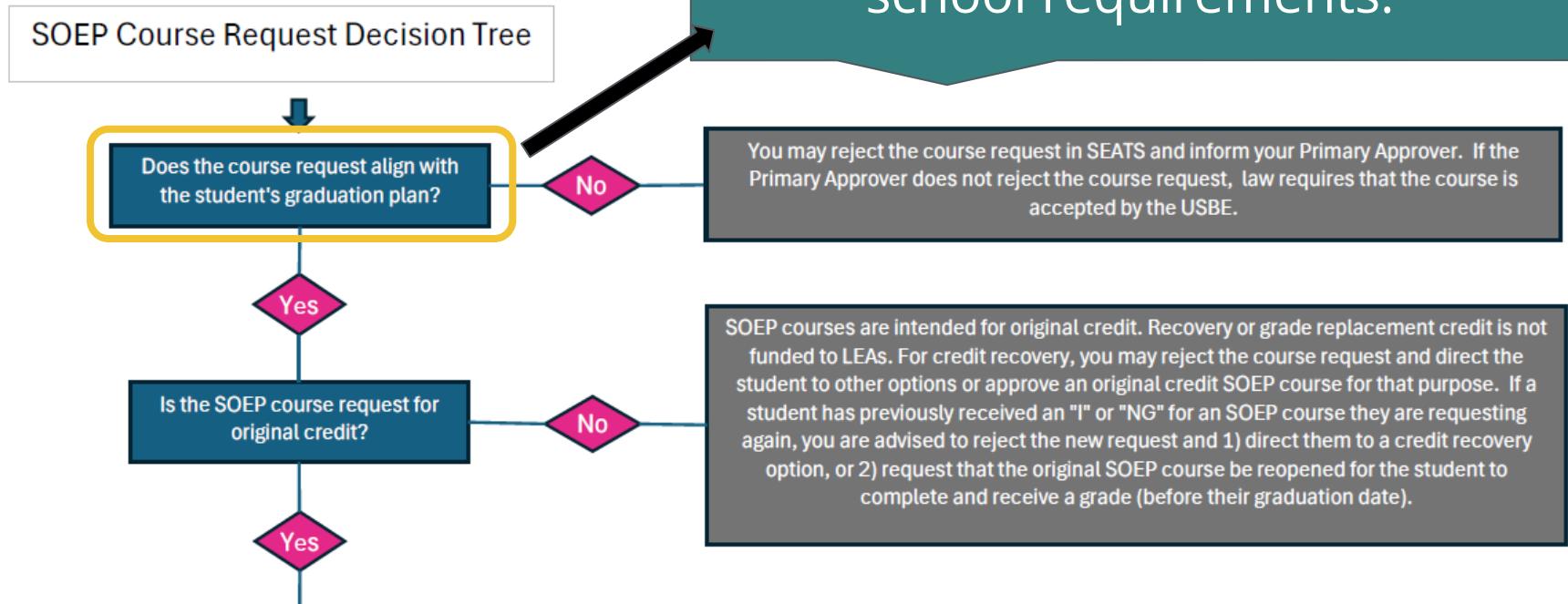


Scenario: Brooke is a 7th-grade student enrolled part-time at her local middle school. She attends in-person classes for Band and Art while homeschooling her core subjects. She has submitted requests through the SOEP for two high school courses: Earth Science and Ukulele. The counselor and Primary Approver at the district receive an email notification of the course requests. Should you accept or reject these SOEP course requests?

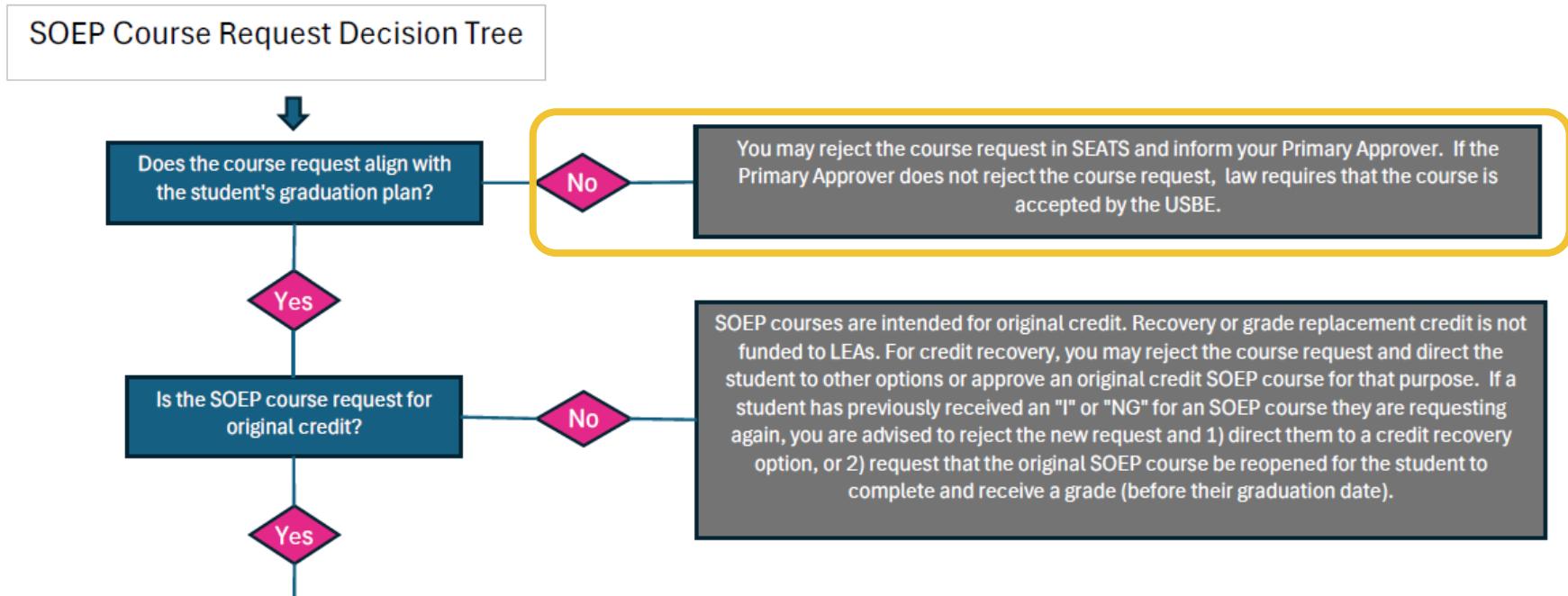
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# Accepting & Rejecting Courses in SEATS

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# Accepting & Rejecting Courses in SEATS



# The Why

As Brooke is only enrolled in the middle school part-time she has not fulfilled all of her middle school requirements. The LEA should **not** approve the SOEP high school courses.

She can:

- Register for courses that fulfill all the middle school requirements *and* take the requested SOEP courses; or
- Drop the LEA courses and unenroll. Then register for the SOEP courses as a homeschool student

# LEA Staff, Counselors & Registrars Training

Do you want more information and understanding of the SOEP?

- Submit your request [here](#)
  - In-person and virtual options available

# Q&A



Feedback/Professional  
Development Form  
<https://tinyurl.com/4arjdybj>

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