How to Take Classes at

Stanford Splash!
education for students, by students

A Guide for Our Students
Splash Spring 2014
What is Splash?

- an educational program run by Stanford ESP
- Stanford ESP (Educational Studies Program) is a volunteer student group of Stanford University
Want to be a Student at Splash?

- Students must meet the **age and grade requirements** to participate (*see next slides*)
- No **restrictions** on school, area, or academic performance
Are you eligible to participate in Splash?

**FIRST**: Are you at least 9 years old?

**YES**: You may be able to attend Splash, proceed to next questions

**NO**: You may not attend Splash (no exceptions)

**GO TO NEXT SLIDE**
Are you attending school?

SECOND: Are you enrolled in grades 7-12?

YES: You may attend Splash

NO: You may not attend Splash (no exceptions)

Are you homeschooled?

GO TO NEXT SLIDE
Are you homeschooled?

**SECOND:** If you follow a conventional grade standard: are you in grades 7-12 according to the program you follow?

- **NO:** You may not attend Splash (no exceptions)
- **YES:** You may attend Splash

**OR**

- **SECOND:** If you do **not** follow a conventional grade standard: are you **at least** 11 years old?
  - **NO:** You may not attend Splash (no exceptions)
  - **YES:** You may attend Splash

You must answer **YES** to one of the above questions to be eligible to attend Splash (if homeschooled)
Want to be a Student at Splash?

- **Tuition fee** is $40 per student, $20 per additional sibling
- **Tuition covers** entire **event**, no matter the number of classes taken
Want to be a Student at Splash?

- Students must bring a completed waiver signed by a guardian or parent.
- This is a legal requirement by the University, students without the waiver cannot participate in Splash.
So How Do I Register?

- First, go to stanfordesp.org and make your own student account on our website

- Each individual student needs their own unique account

- Parents make parent accounts, parent accounts cannot register for Splash
So How Do I Register?

- A student account allows you to register as a participant at a Splash event by signing up for classes.
- You cannot sign up for Splash classes without a student account.
- Student accounts are notified of the start of each Splash registration period.
So How Do I Register?

Make an account to register for Splash

Welcome to Splash!

Splash is the program that brings high school and middle school students from everywhere to Stanford’s campus for a two-day learning extravaganza. Classes are taught by Stanford undergraduates, graduate students, and other community members.

Next Splash is April 12-13, 2014

Want Updates? Create an account and we will keep in touch.
So How Do I Register?

- When student registration opens, you can start to register for Splash.
- Student registration will be open from March 10 to April 7 this Spring Splash.
- To attend a Splash class, you **MUST be enrolled in that class**, unless it is a walk-in activity (which are open to all Splash students).
So How Do I Register?

The Learn tab has all student-related info.

Click Choose Classes to access registration.

Our next Splash will be November 9 – FCFS Class Sign-up.

Important student registration dates are:
- Friday, October 18 – Class Lottery Opener
- Wednesday, October 23 – Class Lottery
- Friday, October 25 – FCFS Class Sign-up

Students should make an account on our website to register for the next upcoming Splash. Our registration happens in two phases: a class lottery and first-come, first-serve (FCFS) sign-up.

During the class lottery, students could submit their preferences for classes they wanted to take during each timeslot. After we run the class lottery and release the enrollment results, we open up the remaining classes for enrollment in the first-come, first-serve (FCFS) phase of registration. During this time, students can go online and enroll themselves in any remaining spots in classes to fill up their schedule.
The Registration Process

- Student registration is broken down into two phases:


2. First-Come First-Serve (FCFS) Phase (3/28 – 4/7)
The Class Lottery Phase
The Class Lottery Phase

Students pick **interested** and **priority** classes

Lottery runs, **randomly** enrolls students in classes they marked as interested

Lottery results released, students have a preliminary schedule
The Class Lottery Phase

- This process is **random**, but **fair**
- Students specify classes they would be **interested** in taking per **timeslot** (e.g. 10 AM – 10:45 AM on Saturday)
- Students can choose one **priority class per timeslot**, their first-choice for that hour
The Class Lottery Phase

Filter classes by checking categories

Star classes that interest you

Click Save and Continue last
The Class Lottery Phase

Step 2 - Rank the top classes for each time

For each time block during Splash! Spring 2014, select ONE class as your top priority class.

Within each timeslot...

Choose your #1 choice class for each timeslot
The Class Lottery Phase

Choose your #1 choice from dropdown menu

Your starred classes are shown below

Make sure you click Save and Continue or you will not be enrolled in any of the classes you want!
The Class Lottery Phase

- As long as students input their class preferences **by the time the lottery closes (3/25)**, all students are considered **equally** for classes.

- If you think you submitted class lottery preferences, log on to your account (**stanfordesp.org**) and **check that you see your preferences there**.
The Class Lottery Phase

- You are **NOT** automatically enrolled in classes you pick during the lottery phase.
- The lottery must place you in a class for you to be enrolled during this phase.
- You will never be placed in a class you didn’t mark as “interested” or “Number 1”.
The Class Lottery Phase

When you check your account after the lottery has run, your schedule (with classes you received) is at the bottom of the screen.

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<thead>
<tr>
<th>Saturday, April 13</th>
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<tbody>
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Didn’t Get a Class You Wanted to Take?

• Unfortunately, the lottery is random so sometimes the odds are against you

• Some classes have only a small number of open spots (10-20) and hundreds of students who are vying for those spots

• Just by chance, if you do not select many (10+) classes as “interested,” you could receive few classes in the lottery
The First-Come First-Serve (FCFS) Phase
The First-Come First-Serve (FCFS) Phase

- After the lottery has run, FCFS will open and students can enroll themselves in classes with open spaces.

- You can also remove yourself from classes you are already enrolled in.

- Any changes you make are final, so think before changing your schedule!
The FCFS Phase

### Classes for Saturday, April 13

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<th>Add Class</th>
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If you want to drop a class, there will be an option to remove it here.

Click here to add a class.
The FCFS Phase

If you accept your final schedule and intend to attend Splash, click “CONFIRM” at the bottom of the screen when logged in.
On the Days of Splash

- All students **must check-in** at Splash starting from **9 AM**
- Students must turn in the **waiver and tuition fee**
- Students will also receive a nametag
Paying for Splash

• Students pay for Splash when they come to check in, not before

• We accept cash or check only, we cannot take credit cards or online payments

• Checks must be made out to “Stanford Educational Studies Program” (our student group)
Lunch

• For this Splash Spring 2014, lunch will be included in the $40 tuition

• Lunch tickets will not be provided/sold, however students MUST wear their nametags to get food on BOTH DAYS

• Lunch is still only provided at either 12 PM or 1 PM
Schedule a lunch period

Directions
If you are taking classes in both the morning and the afternoon, you'll need to reserve at least one timeslot for lunch. You may select a lunch period below. To change your selection, you can return to this page by clicking the "Select Lunch Period" link on the main registration page, or manually remove "Lunch Period" from your schedule and register for "Lunch Period" at the desired time.

Lunch Period for Saturday, April 13
- Sat 1-1:45
- Sat 12-12:45
- No lunch period

Lunch Period for Sunday, April 14
- Sun 12-12:45
- Sun 1-1:45
- No lunch period

Click to schedule lunch

Clicking this means you DECLINE your free lunch
Financial Aid

- One of the goals of Splash is providing accessible education
- If our tuition fee is a barrier to your participation due to financial hardship, you can **apply for financial aid** on our website
- The application is available from the start of student registration (March 10)
Financial Aid

- Update Your Profile
- Sign up for Classes
- Lunch Preferences & Sibling Discount
- Select Lunch Period *(optional)*
- Class Registration Lottery *(optional)*
- Financial Aid Application *(optional)*

Click here to access the financial aid application
Financial Aid

Splash! Spring 2013 Financial Aid Request Form

Financial limitations should not prevent anyone from participating in Splash. If this program is difficult for you and your family to afford, please apply for financial aid and we will do our best to accommodate you. Partial and complete scholarships are available, depending on need. We will take a look at your situation and notify you of our decision before the start of the program.

Please complete this form to request financial aid for Splash! Spring 2013. You can always Save Progress to keep your work and return to this page at any time to continue filling it out. Once you’re finished, please let us know by clicking Complete. If you’ve finished filling out the form, but you discover that information on the form is inaccurate or you wish to cancel the application, click Mark as Incomplete.

All information is completely optional. However, the better we can understand your current need, the easier it is for us to grant financial aid when necessary (and determine an appropriate amount).

Financial Aid Request for ________________

I qualify for free/reduced lunch at school
What is your annual household income (to the nearest $1,000)?

Please describe your family’s financial situation

Someone other than the student filled out any part of this form

Save Progress Complete

Please provide as much info as possible on this form
Questions? Contact Us

- FAQs can be found here: stanfordesp.org/about/faq-general.html
- We are best reached by email at stanfordesp@gmail.com