How-To Make Education Plans

4-Year Plans help your students plot out their courses and plan for future education. This helps students connect coursework to their aspirations and puts students on a path to reach those aspirations.

Students need to follow these instructions to create and complete 4-Year Plans

Step 1: Login
Step 2: Select Plan for Education

Step 3: Select Make an Education Plan
Step 4: Select Create New Plan
Now that you’ve directed students on where to go to create a plan, they must fill in some criteria:

This is the criteria from the Select stage of Creating 4-Year plans:
The *Create* page is the actual 4-Year plan where they add courses, save their progress, or Finalize & Approve.

**They must select **Finalize & Approve** to send 4-Year plan to you for approval.

Selecting ☰ accesses this dropdown menu where they select courses

**Please call 877-999-6227 M-F between 7 a.m. to 6 p.m. CST with any questions**