

Student Requests

1. Click on the **My Info** tab
2. Click on the **Requests Side** Tab

Options ▾ Reports ▾ Help ▾ Search on CrsNo 🔍 📄 📅 📊 📄

Entry mode >> 0 of 0 selected Build Yr

2017-2018 - Requests: 0 primary, 0 alternate - Scheduled: 0% - Credits: 0.0

SchoolCourse > CrsNo	SchoolCourse > Description	Alternate?
No matching records		

Course Request Adjustments

<input type="checkbox"/>	School Course > Number	School Course > Description	School Course > Department	School Course > Grade level	School Course > Academic level	Type	Comment	User >
<input type="checkbox"/>	0231	C-English 2A	English	10	C	Recommended		HOFF JACQ
<input type="checkbox"/>	0232	C-English 2B	English	10	C	Recommended		HOFF JACQ
<input type="checkbox"/>	2521	C-Spanish 2 A	World Languages	88	C	Recommended		QUILE RAFAE
<input type="checkbox"/>	2522	C-Spanish 2 B	World Languages	88	C	Recommended		QUILE RAFAE
<input type="checkbox"/>	3231	C-Biology A	Science	88	C	Recommended		BURNI KATHI
<input type="checkbox"/>	3232	C-Biology B	Science	88	C	Recommended		BURNI KATHI

3. To make requests, click on **Entry Mode** below the Options button

2017-2018 - Requests: 0 primary, 0 alternate - Scheduled: 0% - Credits: 0.0

Instructions

Class of 2020

Welcome to the 2017-2018 Course Selection Process.

You will be selecting courses for your 10th grade school year.

You will need to select courses totaling 35 credits.

Sophomores are required to take English, Social Studies, Math, Science and Phys Ed/Phys Ed Alternative courses.

Please review the Course Catalog located on the Lowell High School web site.

Please include your parents in the scheduling process.

Primary requests

	Subject area	SchoolCourse > CrsNo	SchoolCourse > Description	Alternate?	Credit
<input type="button" value="Select..."/>	English				
<input type="button" value="Select..."/>	English Repeat				
<input type="button" value="Select..."/>	English Electives				
<input type="button" value="Select..."/>	ELL English				
<input type="button" value="Select..."/>	ELL English Electives				
<input type="button" value="Select..."/>	SPED English (AD)				

4. Click on the **Select Button** to the left of the Subject Area you want to make a request in.
 *Note: Students will make not make requests in all Subject Areas.

(Over)

1:10 | 2113 ← Page Selector 0 of 18 selected

Select	CourseNumber	CourseDescription	Summary	Prerequisite	Status
<input type="checkbox"/>	2113	H-Latin 1 A & B	Latin 1 - Honors is an accelerated course for stud...		
<input type="checkbox"/>	2123	H-Latin 2 A & B	Latin 2 - Honors begins with an accelerated review...		
<input type="checkbox"/>	2311	C-French 1 A & B	French 1 - College provides an introduction to the...		
<input type="checkbox"/>	2313	H-French 1 A & B	French 1 - Honors is an accelerated course offered...		
<input type="checkbox"/>	2321	C-French 2 A & B	French 2 - College encompasses a continued explana...		

5. In the pop up window, check the Select box or boxes you would like to request and then click OK
 - a. Click on the Page Selector arrow above the selection area to see additional choices when there are more than 10 options. (This will only appear on classes with more than 10 choices)

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6. Select next Category and repeat until finished.
7. In the Alternate Requests section, select up to 4 classes that you want to take if requested classes cannot be filled.
8. In the Notes for Counselor section, leave any information you would like your counselor to know.
9. Click the **Post Button** when finished with all course requests.

Alternate requests

	Subject area	SchoolCourse > CrsNo	SchoolCourse > Description	Alternate?	Credit
<input type="button" value="Select..."/>	Alternates				

Notes for counselor

Last posted time: Approved time:

10. To view requests, click on **Exit Entry Mode** below the Options button at the top of the screen