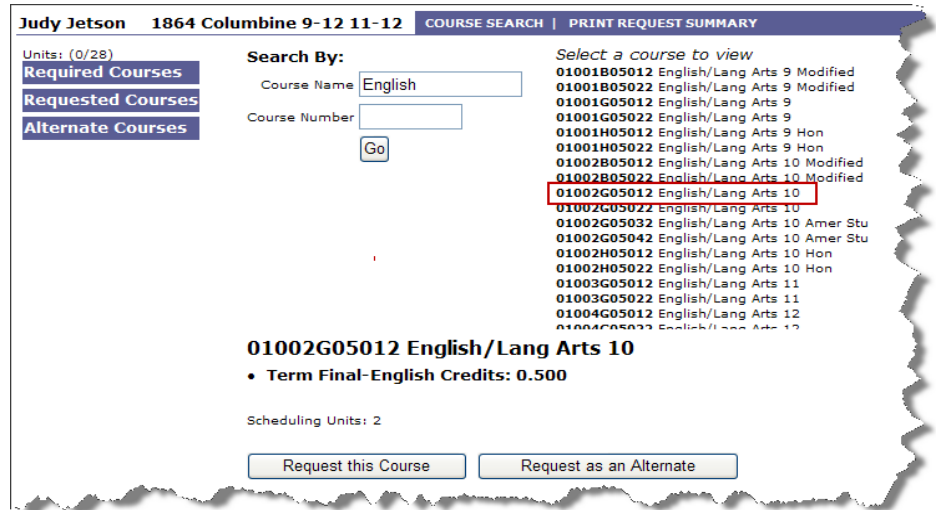
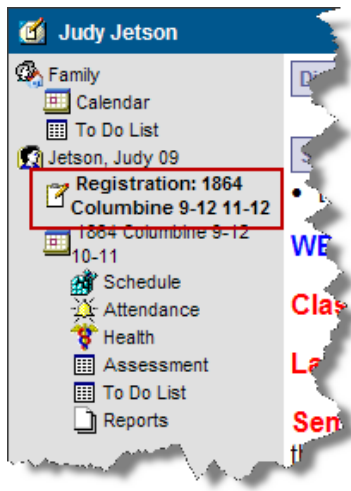
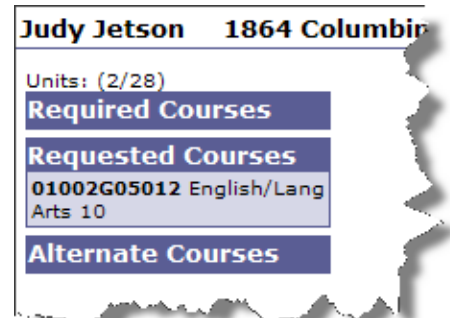


2019-2020 Course Registration Instructions:

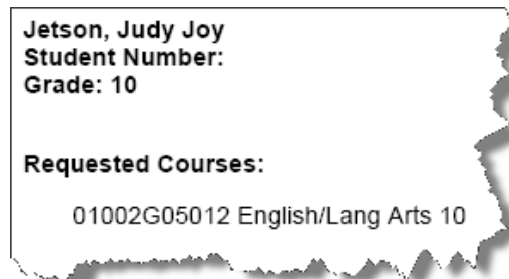
1. Login to the Campus Portal.
2. To activate the online registration page, click on the **REGISTRATION LINK** on the left side. Click on the **COURSE SEARCH** link to activate the Search tool. Search by Course Name, as illustrated below, or Course Number, or simply click on the Go button and receive a list of all courses. Partial names can be used as well.



3. Select a course by clicking on the **LINK**. Make a request for the course by clicking on the **REQUEST THIS COURSE** button at the bottom of the page. Students may only request a course once, no duplicates are allowed. 10th and 11th grade students are required to have a minimum of 12 courses (6 each semester). Seniors can have 10-12 total courses, but be aware that only having 5 courses each semester can impact eligibility.
***All students are required to list 2 alternate courses.** Alternates should be selected in order of preference. Students may log in and make changes until the registration window is closed.



4. Once you have completed your online registration requests, click on the **PRINT REQUEST SUMMARY** link to print the following report:



5. Have a parent sign off on printed Request Summary. (See back of this page for an example). Attach it to your colored Registration Folder. Make sure you have enough classes and BOTH semesters of yearlong classes.

Judy Jetson

Student Number: 9999999

Grade: 09

Requested Courses:

01001H05012 English/Lang Arts9 Honors
01001H05022 English/Lang Arts9 Honors
02072G05014 Geometry
02072G05024 Geometry
03051G05012 Biology
03051G05022 Biology
06102H05012 Spanish II Hon
06102H05022 Spanish II Hon
04004H05012 AP Human Geography
04004H05022 AP Human Geography
04151G05011 U.S. Govt Comprehensive
08002G05018 Team Sports

Alternate Courses:

08009G05016 Weight Training
05167G05012 Photography

Parent/Guardian Signature _____ Date _____