Instructions for Selecting Courses

Rising 10th - 12th

1. Students will receive registration information on **Thursday, February 15** in Homeroom (during Phoenix Time). **Take worksheet home and discuss with parents/guardians.**
   a. **We encourage you to talk with your teachers about correct placement for next year!**
   b. **Your math choices will be pre-selected for you.**

2. On **Thursday, February 22nd** in Homeroom (during Phoenix Time) you will *register* for your courses for the 2024-25 school year **in the PowerSchool portal. Please come prepared with your parent/guardian <u>signed</u> worksheet to select your classes.**

3. When you are ready to select your courses, **log in to the PowerSchool public portal**. Click on the icon entitled **"Class Registration"** on the left hand side of the screen. You will be taken to the course selection screen.

4. You must first choose a **Career Cluster** (1-3 choices) of possible interest. This is a planning tool designed to help students develop a program of study with a purpose in mind. Students will NOT be enrolled in a Career Cluster course.

5. Courses are grouped by departments. **Click on the pencil** to add a course within the department.

6. Don't forget to check out ALL options. Some departments have several pages. Click the **"<u>next</u>" option** at the bottom of each selection box.

7. Be sure to **select BOTH semesters of a year-long class**.

8. You must select at least **2 or more alternate elective** courses. Do **<u>NOT</u>** duplicate courses you have already selected as primary choices.

9. If you intend to take a **study hall(s) next year,** you must register for it. Study halls will not count as credits.

10. After you have finished selecting all your courses, click **"submit"** on the bottom of the screen. Turn in your course selection worksheet to your Homeroom teacher.
    *Important - You **<u>MUST HIT SUBMIT</u>** or course selections will not save!

11. Once you hit submit, **<u>PLEASE LOG OUT</u>** of PowerSchool

12. Course Selection Verification - **Thursday, 2/29** during Phoenix Time. Review your selections one final time, and write out any corrections.