

Registration Dates 2010-11

January 15

Grade level registration meetings.

January 18 - 22

Get course recommendations from current classroom teachers.

January 25 -February 2

Homeroom teachers review recommendation forms.

Feb 3 – 9th grade, Feb 5 – 10th grade, Feb 9 – 11th grade

Counseling staff meet with each student to look at overall schedule and graduation requirements. Students must have completed recommendation form with them this day.

Feb 10 - 19

Counselors continue to meet with students individually as needed.

Feb 22

Registration packets sent out. What is included:

- Cover letter with instructions and registration fee amount and deadlines

- Class request form listing course requests, parents need to sign

- Financial agreement form/tuition calculation worksheet

- Financial aid application

April 1

Family-initiated course changes deadline.

Also, meeting requests with department chairs and teachers for family-initiated waivers must be completed by this date.

Apr 13 - 30

Teachers have the opportunity to “de-recommend” course recommendations.

Apr 30

“De-recommend” waiver meeting deadline.

Family-initiated waiver meeting deadline.

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Previous Month **January 2010** Next Month

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1) Log into Skyward Student Access using the student password. Click on the Courses for 2010-2011 link under Course Requests.

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Courses for 2010-2011 Available Selected Update Requests

Course	Description	Subject	Length	Credits	Required/Elective	Grades
1050	Web Publ	Computer&Tech	Semester	0.500	Elective	10 to 12
1065	Desktop Publ	Computer&Tech	Semester	0.500	Elective	10 to 12
1071	CompAppl. 1	Computer&Tech	Semester	0.500	Required	09 to 12
1071	CompAppl.2	Computer&Tech	Semester	0.500	Elective	10 to 12
2032	English Lit S1	English	Semester	0.500	Required	11 to 11
2034	English Lit S2	English	Semester	0.500	Required	11 to 11
2042	Hns Eng Lit S1	English	Semester	0.500	Required	11 to 11
2044	Hns Eng Lit S2	English	Semester	0.500	Required	11 to 11
2046	JusticeinLit S1	English	Semester	0.500	Elective	11 to 11
2048	JusticeinLit S2	English	Semester	0.500	Elective	11 to 11
2080	Speech	English	Semester	0.500	Required	09 to 12
2085	Speech 2	English	Semester	0.500	Elective	10 to 12
2090	Broadcast Zero	English	Year	0.500	Elective	10 to 12
2092	Broadcast Sem	English	Semester	0.500	Elective	10 to 12
2093	Broadcast Sem1	English	Semester	0.500	Elective	10 to 12
2094	Broadcast Sem2	English	Semester	0.500	Elective	10 to 12
1055	Comp Graph	Fine/Appl Art	Semester	0.500	Elective	10 to 12
2075	Creat Writ	Fine/Appl Art	Semester	0.500	Elective	09 to 12
2100	Journ 1 S1	Fine/Appl Art	Semester	0.500	Elective	09 to 12
2102	Journ 1 S2	Fine/Appl Art	Semester	0.500	Elective	09 to 12
2104	Ed Journ S1	Fine/Appl Art	Semester	0.500	Elective	10 to 12
2106	Ed Journ S2	Fine/Appl Art	Semester	0.500	Elective	10 to 12
3000	Intro Art	Fine/Appl Art	Semester	0.500	Elective	09 to 12
3005	Draw & Paint	Fine/Appl Art	Semester	0.500	Elective	09 to 12
3015	Sculpture	Fine/Appl Art	Semester	0.500	Elective	09 to 12
3020	Crafts	Fine/Appl Art	Semester	0.500	Elective	09 to 12

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2) The screen will show all the courses available, listed by academic department.

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Courses for 2010-2011 Available Selected Update Requests

School Year: 2011 Grad Year: 2012 Total Requested/Scheduled: 0 Credits: 0.000

Course(s) Available				Course(s) Requested			
Course	Description	Req/Elec	Credits	Course	Description	Req/Elec	Credits
1050	Web Publ	Elec	0.500				
1065	Desktop Publ	Elec	0.500				
1070	CompAppl. 1	Req	0.500				
1071	CompAppl.2	Elec	0.500				
2032	English Lit S1	Req	0.500				
2034	English Lit S2	Req	0.500				
2042	Hns Eng Lit S1	Req	0.500				
2044	Hns Eng Lit S2	Req	0.500				
2046	JusticeinLit S1	Elec	0.500				
2048	JusticeinLit S2	Elec	0.500				
2080	Speech	Req	0.500				
2085	Speech 2	Elec	0.500				
2090	Broadcast Zero	Elec	0.500				
2092	Broadcast Sem	Elec	0.500				
2093	Broadcast Sem1	Elec	0.500				
2094	Broadcast Sem2	Elec	0.500				
1055	Comp Graph	Elec	0.500				
2075	Creat Writ	Elec	0.500				
2100	Journ 1 S1	Elec	0.500				
2102	Journ 1 S2	Elec	0.500				
2104	Ed Journ S1	Elec	0.500				

Add Course Remove Course

3) Click on the Update Requests tab.

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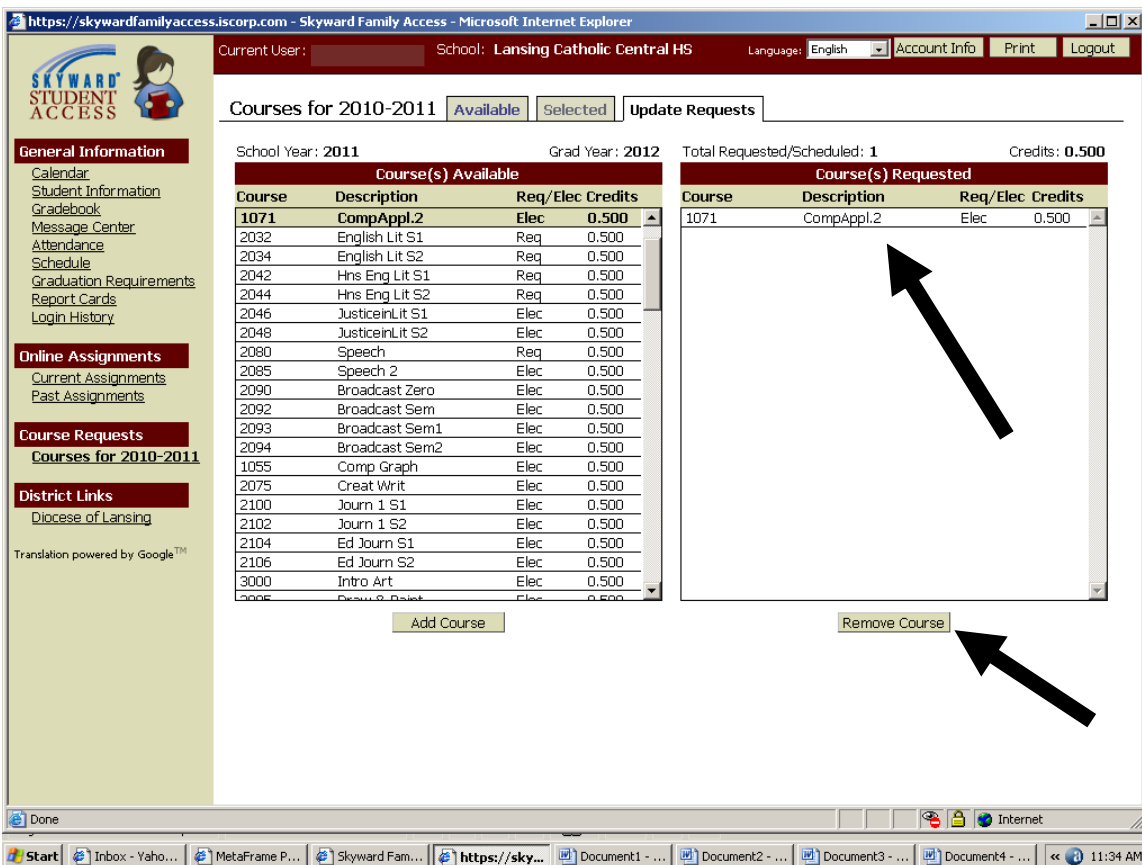
Courses for 2010-2011 Available Selected Update Requests

School Year: 2011 Grad Year: 2012 Total Requested/Scheduled: 0 Credits: 0.000

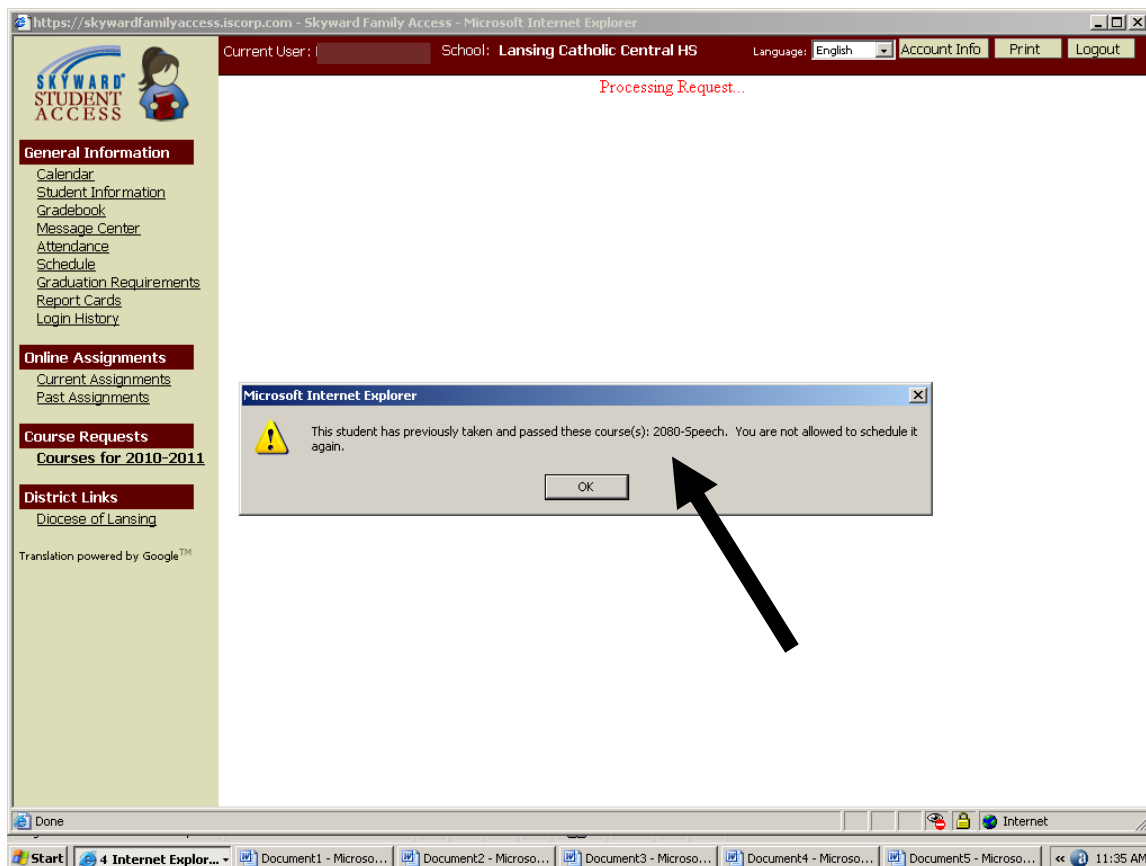
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2044	Hns Eng Lit S2	Req	0.500				
2046	JusticeinLit S1	Elec	0.500				
2048	JusticeinLit S2	Elec	0.500				
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1055	Comp Graph	Elec	0.500				
2075	Creat Writ	Elec	0.500				
2100	Journ 1 S1	Elec	0.500				
2102	Journ 1 S2	Elec	0.500				
2104	Ed Journ S1	Elec	0.500				

Add Course Remove Course

4) Highlight the course you want to take by clicking on it. Click on the add course button.



- 5) The course you selected is now showing in the right side window. If you selected the wrong course just highlight it by clicking on it and then click on remove course.



- 6) If you select a course you have already taken and passed, this message shows up. You will not be able to add the course, contact your counselor for assistance.

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Courses for 2010-2011 Available Selected Update Requests

Course	Description	Subject	Length	Credits	Required/Elective	Period	Teacher
1071	CompAppl.2	Computer&Tech	Semester	0.500	Elective		
3020	Crafts	Fine/Appl Art	Semester	0.500	Elective		

Total Courses: 2 Credits: 1.000

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- 7) When you have completed selecting all your courses, click on the selected tab. This tab will show all the courses you are requesting for next year. Make sure you have selected both semesters of full year classes. You should have 7 full hours equaling 7 credits. If you are taking a semester study hall you will have 6.5 credits; a full year study hall, 6 credits.