

Course Request System: Student Scheduling Online

Instructions for navigating
through the new online
scheduling system.

Course Request System: Student Scheduling Online

If you have any questions with this system or with scheduling in general, please contact your school counselor.

Required courses for your grade level will be listed on this screen.

I have applied to CTC

I plan to apply for Dual Enrollment

I plan to apply for Open Campus

Course	Recommended By	Course Title	Course #	Credits
English (Required)		Select a course...		
Study Halls		No Study Hall		
Elective		Choice 1: Select a course...		
		Choice 2: Select a course...		
		Choice 3: Select a course...		
		Choice 4: Select a course...		
		Choice 5: Select a course...		
		Choice 6: Select a course...		
		Choice 7: Select a course...		
		Choice 8: Select a course...		
		Choice 9: Select a course...		
		Choice 10: Select a course...		
		Choice 11: Select a course...		
		Choice 12: Select a course...		

Expected Credits: 0

Notes/Special Requests:

* Requires pre-requisite

Submit Requests

Some courses may already be filled in for you.



This is because your teachers have already made these recommendations.

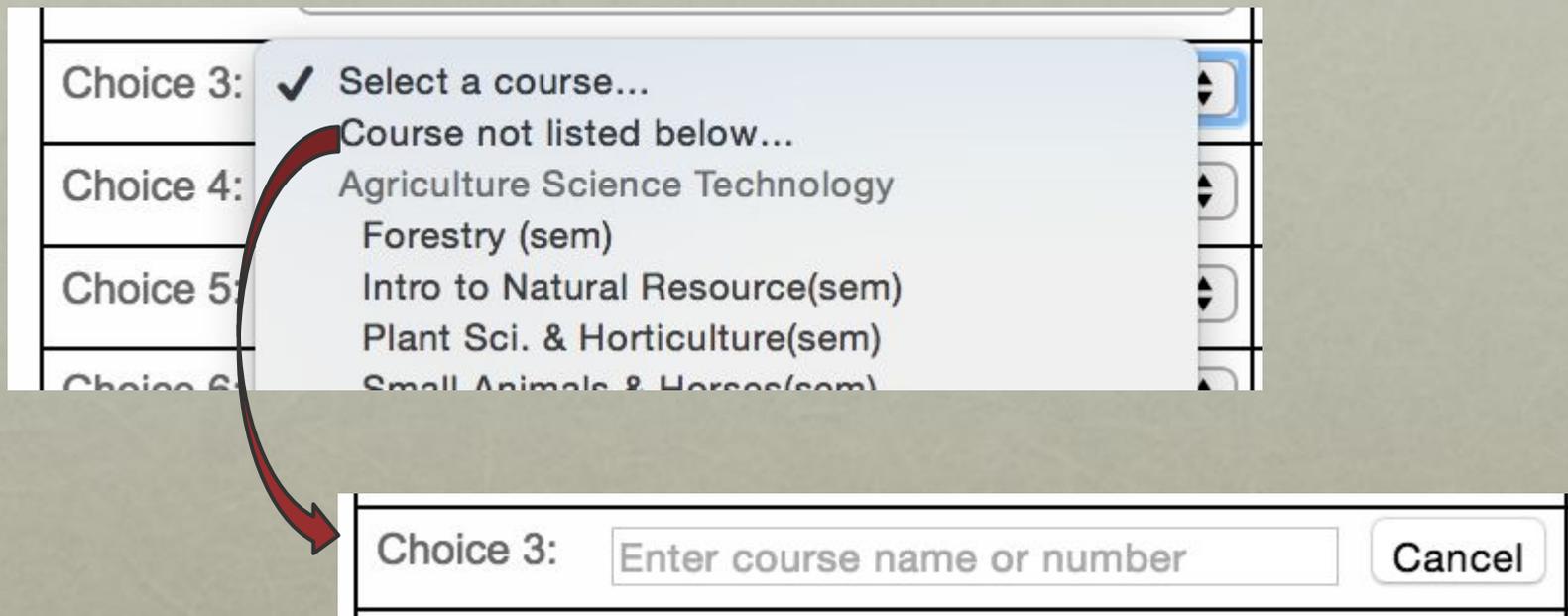
Course	Recommended By	Course Title	Course #	Credits
English (Required)	Mrs. Hilliar	English 10	0023	1.00
Math (Required)	Mrs. Kraft	Algebra III/ Trigonometry	0314	1.00
Science (Required)	Mr. Mousetis	College Prep Biology	0222	1.00
Social Studies (Required)	Ms. Ruggiero	World History	0133	1.00
Physical Education (Required)		Choice 1: <input type="text" value="Select a course..."/>		
		Choice 2: <input type="text" value="Select a course..."/>		
		Choice 3: <input type="text" value="Select a course..."/>		
Health (Required)		<input type="text" value="Select a course..."/>		
Study Halls		<input type="text" value="No Study Hall"/>		
Elective	Mrs. Wilson: Broadcasting & Video Prod I	Choice 1: <input type="text" value="Animal Science"/>	0936	0.50
		Choice 2: <input type="text" value="Accounting 1"/>	0642	1.00
	Ms. Leeking: Accounting 1	Choice 3: <input type="text" value="Honors Chemistry *"/>	0231	1.00
		Requires B average in Algebra I, currently enrolled in Algebra II or department approval		
Choice 4: <input type="text" value="Select a course..."/>				

Physical Education (Required)	Choice 1:	▼ Select a course...		
	Choice 2:	None		
	Choice 3:	Course not listed below...		
Health (Required)		Advanced Physical Education		
		Aerobics/Dance		
Study Halls		Lifetime Activities		
		Personal Fitness		
		Racquet Sports		
		Team Sports		
		No Study Hall		

If a course is not filled in yet, you will have options to choose from a drop down menu.

Elective	Mrs. Wilson: Broadcasting & Video Prod I	Choice 1: <input type="text" value="Animal Science"/>	0936	0.50
		Choice 2: <input type="text" value="Accounting 1"/>	0642	1.00
	Ms. Leeking: Accounting 1	Choice 3: <input type="text" value="Select a course..."/>		
		Choice 4: <input type="text" value="Select a course..."/>		
		Choice 5: <input type="text" value="Select a course..."/>		
		Choice 6: <input type="text" value="Select a course..."/>		
		Choice 7: <input type="text" value="Select a course..."/>		
		Choice 8: <input type="text" value="Select a course..."/>		
		Choice 9: <input type="text" value="Select a course..."/>		
		Choice 10: <input type="text" value="Select a course..."/>		
Expected Credits: 5.5				

Please select an option for every drop down.



If you cannot find a course, you may use the search feature.

Choice 3:

Requires B average in Algebra I, currently enrolled in Algebra II or department approval

You will be able to select courses that have prerequisites, but a message will appear to explain what is needed to take the course you are requesting.

I have applied to CTC

I plan to apply for Dual Enrollment

I plan to apply for Open Campus

If appropriate for your grade level, there are options for CTC, Open Campus, and Dual Enrollment.

Notes/Special Requests:

I would like to have Textiles in the first semester if possible.

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Notes may be added at the bottom for
your counselor.

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Social Studies (Required)	Ms. Ruggiero	World History	0133	1.00
Physical Education (Required)		Choice 1: Advanced Physical Education	0864	0.50
		Choice 2: Lifetime Activities	0867	0.50
		Choice 3: Racquet Sports	0868	0.50
Health (Required)		Health (sem)	0840	0.50
Study Halls		No Study Hall		
Elective	Mrs. Wilson: <u>Broadcasting & Video Prod</u> Ms. Leeking: <u>Accounting 1</u>	Choice 1: Animal Science	0936	0.50
		Choice 2: Accounting 1	0642	1.00
		Choice 3: Honors Chemistry Requires B average in Algebra I, currently enrolled in Algebra II or department approval	0231	1.00
		Choice 4: Forestry (sem)	0939	0.50

Once you've completed your requests, this screen will show any discrepancies with your choices if they exist.

Choice 4: Forestry (sem)	0939	0.50
Choice 5: Intro to Natural Resource(sem)	0935	0.50
Choice 6: Welding 1 (sem)	0948	0.50
Choice 7: Ceramics II (sem)	0782	0.50
Choice 8: AP Studio/Art Requires approval from the course instructor Students are encouraged to have completed Course	0751	1.00
Choice 9: German I Requires a C average in English	0071	1.00
Choice 10: Honors Seminar II 10-12 Requires at least one of the following: • Requires approval from the course instructor • Identified gifted	0256	0.50

Expected Credits: 7

Notes/Special Requests:

I would like to have Textiles in the first semester if possible.

Change Requests



If you need to make changes, click on the “Change Request” button before the Due Date.

Course	Recommended By	Course Title	Course #	Credits
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Study Halls		No Study Hall		
Elective	Mrs. Wilson: <u>Broadcasting & Video Prod</u> Ms. Leeking: <u>Accounting 1</u>	Choice 1: Animal Science	0936	0.50
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		Choice 9: German I Requires a C average in English	0071	1.00
		Choice 10: Honors Seminar II 10-12 Requires at least one of the following: <ul style="list-style-type: none"> • Requires approval from the course instructor • Identified gifted 	0256	0.50

Expected Credits: 7

Notes/Special Requests:

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Change Requests

This is the final screen showing all courses you've chosen and the expected credits.

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