



Entering Course Requests for Rising 10th-12th Grade Students

Online Portal will be open Friday January 14th through Monday January 24th

1. Fill out your hard copy **Course Selection Worksheet**.
(This is posted online)
2. Log into a computer
3. Access the AACPS homepage at www.aacps.org and then choose the “Student” tab.
4. Open your **ClassLinks** page
5. Locate the **PowerSchool Student Portal App** and sign in using your AACPS log in and password
6. Once in the app:
 - a. To access your course selection form, click **Class Registration** on the left navigation bar.
 - b. There will be a Registration page. Sample is below.

Follow the directions to select the courses the student will take in the 9th grade.

MATH Select the S1 and S2 classes	Consumer Math 10001A - 1 credits This is comprehensive	Consumer Math 10001B - 1 credits This is comprehensive			
ENGLISH Select the S1 and S2 courses	English 9 12001A - 1 credits In this full-year freshman-	English 9 12001B - 1 credits In this full-year freshman-			
SCIENCE Select the S1 and S2 courses	Biology 11003A - 1 credits Biology is the study of living	Biology 11003B - 1 credits Biology is the study of living			
SOCIAL STUDIES Select the S1 and S2 courses	U.S. History 13001A - 1 credits United States History	U.S. History 13001B - 1 credits United States History			
PE/HEALTH Select 1 PE and 1 Health	PhysEd 9 16001 - 0.5 credits Freshman foundations is a	Health 9 HE00 - 0.5 credits This course is designed as			
WORLD LANGUAGE Select 1 World Language	Spanish I 15001 - 0.5 credits This class serves as an				
ELECTIVES Select 5 electives	Word Processing 14002 - 0.5 credits Word Processing teaches	Working with Excel 14004 - 0.5 credits	Chorus 18002 - 0.5 credits Chorus is an introductory	Introduction to Electronic 20001 - 0.5 credits This course is designed for	Art ART9 - 0.5 credits Let's build on our skills in
ALTERNATES Select 2 additional electives as your alternates	Computer Applications CS1002 - 0.5 credits Computers are prevalent in	Chamber Singers MUS2000 - 1 credits Chamber Singers is a group			

- c. If you would like to see what classes you have already taken (credits you have already earned), click on the **Grade History** tab on the left navigation bar. You can click through each year you have been enrolled in AACPS and see the courses you took and grades you earned. This may help you decide what graduations credits you have already earned and which ones you may still need.



- d. Go through each section, they line up to your hard copy **Course Selection Worksheet**, choosing the classes you would like for School Year 2022-2023. Teacher recommendations will be listed for each of your core classes (**some courses will already be requested for you**). This is where your current teachers feel you would be best placed for the 2022-2023 school year.

If a required credit has already been satisfied, please choose the class to obtain a green checkmark and adjustments will be made by your alpha School Counselor

Social Studies

Choose a S1 and a S2 course. The 10th grade Social Studies requirement is US Government.

<input checked="" type="checkbox"/>	Course Name	Number	Course Description	Credits	Prerequisite Note	Alerts
<input type="checkbox"/>	AP U.S. Gov/Pol S1	B32810		0.5		Recommended Michael Kandra
<input type="checkbox"/>	AP U.S. Gov/Pol S2	B32820		0.5		Recommended Michael Kandra

- e. Make sure that you have a **Green checkmark** for each of the sections.



- f. If you need to repeat a previously failed course, select these courses under the **Repeat** Courses pencil page.
- g. Be sure to choose alternates, two for each semester, so that there are additional options if your electives are not offered or do not fit into your schedule.
- h. Once you have chosen what you need from each section, click **Submit**, you will see a list of the requested courses on the View Requests screen. Sample below.

View Requests for 2019-2020 (Scheduling High School 19)

Ackerman, Bob 8 13309 SFS

Crs Num	Course	Type	Cr Hrs
1. 10001A	Consumer Math	Required	1.00
2. 10001B	Consumer Math	Required	1.00
3. 11003A	Biology	Required	1.00
4. 11003B	Biology	Required	1.00
5. 12001A	English 9	Required	1.00
6. 12001B	English 9	Required	1.00
7. 13001A	U.S. History	Required	1.00
8. 13001B	U.S. History	Required	1.00
9. 15001	Spanish I	Required	0.50
10. 16001	PhysEd 9	Required	0.50
11. HE09	Health 9	Required	0.50
12. 14002	Word Processing	Elective	0.50
13. 14004	Working with Excel	Elective	0.50
14. 18002	Chorus	Elective	0.50
15. 20001	Introduction to Electronics I	Elective	0.50
16. ART9	Art	Elective	0.50
			Total Credit Hours Requested 12.00
1. CS1002	Computer Applications	Alternate	0.50
2. MUS2000	Chamber Singers	Alternate	1.00
			Total Alternate Hours Requested 1.50



PLEASE NOTE:

- **Course requests are just that, requests. Some classes will be full and/or not offered and so alternate classes may need to be chosen.**
- **Order of classes is not determined until student schedules are loaded into the system in May/June.**
- **If you want to be considered for a class, you must request it. We will not be able to gauge interest in a course if students do not request it.**
- **Some courses may not run due to staffing or request numbers. Verifications with final requests will be available in March/April so that changes can be made, and alternate courses can be requested if classes are not going to run.**
- **Questions about course selection can be answered at the Virtual Scheduling Night for the 2022-2023 School Year Q&A, during the one-on-one meeting with your child's specific School Counselor through their semester 2 Social Studies class. If your student has not completed the online course selection, they will be required to do so before a meeting with their School Counselor will happen; the student will not meet with their School Counselor until their course selections are complete.**