



Entering Course Requests Incoming 9th Grade

Online Portal will be open Friday January 29th through Monday February 8th

1. Fill out your hard copy **Course Selection Worksheet**.
(This was posted online on January 22, 2021)
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 HE09 - 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 Electronics 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. Go through each section, they line up to your hard copy Course Selection Worksheet, choosing the classes you would like for School Year 2021-2022. Make sure that you have a **Green checkmark** for each of the sections. **Some course selections will already be selected for you.**

Course Catalog

	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>



- d. 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.
- e. 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 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. 10002	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 2021-2022 School Year Q&A or they can contact their current specific School Counselor.**