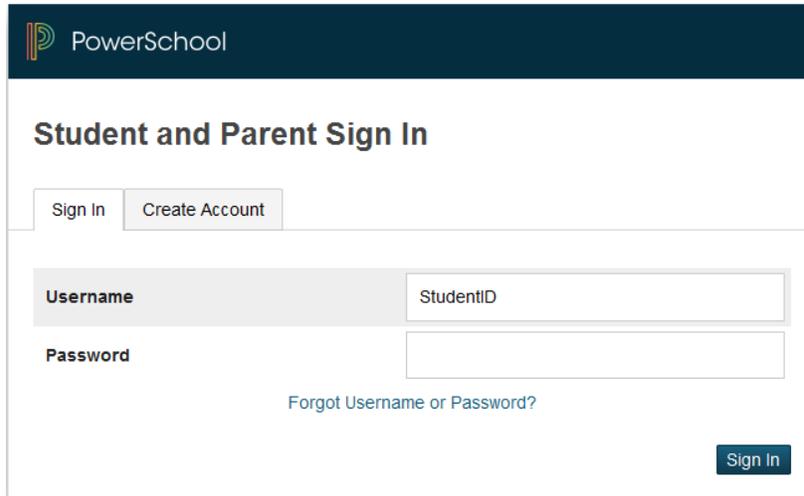


## Instructions for Online Registration

**Step 1:** Log onto PowerSchool

Login using your **child's username** and password at [sis.cantonschools.org/public](https://sis.cantonschools.org/public)



The screenshot shows the PowerSchool login interface. At the top, there is a dark blue header with the PowerSchool logo. Below the header, the title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" (selected) and "Create Account". The login form includes a "Username" field with "StudentID" entered, and a "Password" field. A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is positioned at the bottom right of the form.

**Step 2:** Link to class registration tab

Once logged in, click on  Class Registration in the left hand menu

**Step 3:** Register for classes. **Please note the number of credits/courses for students to register varies based on grade. This information is found in the directions on the class registration screen.**

Once you open the class registration tab, you will see directions and a list of categories that denote subject area and grade. For example, Grade 10 Social Studies (see below)



The screenshot shows a section for "Social Studies" with the instruction "Click the edit button to request a course" and a right-pointing arrow. Below this, it states "You must select 2 courses, one for each semester." There is a pencil icon with an exclamation mark in the top right corner of the section.

- On the right of each category, there will either be  or 
- The  means a course(s) **must** be chosen (required). These courses should be selected first.
- After clicking on the pencil,  courses for the subject area will appear along with a course description and prerequisites for this course. Check the box on the left to choose a specific course.
- If this box appears  , the prerequisite for the course has not been met and therefore the course cannot be chosen.
- Once course have been chosen for each specific subject, you must click on the  button at the bottom right of the screen. This will then allow you to proceed to another course selection screen.

- The   means that a course may be chosen provided you have met the prerequisite (eg. Grade requirement, course completion, teacher recommendation or taken for elective credit). After choosing required courses, select all other courses to fulfill credit requirements not exceeding the stated credit counts

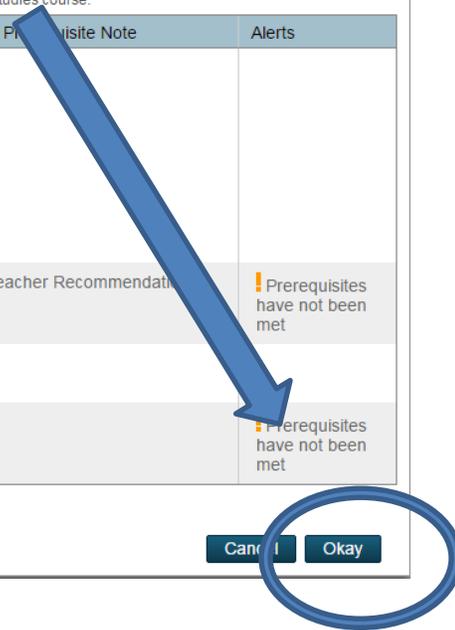
**Grade 10 Social Studies** You must select 1 Economics course & other required sophomore social studies course.

<input checked="" type="checkbox"/>	Course Name	Number	Course Description	Credits	Prerequisite Note	Alerts
<input type="checkbox"/>	Economics	6100034 20	This course is an introduction to the study of economics and the American economic system. Students will study both micro and macroeconomic principles. Theoretical concepts and practical applications are explored. One or more class projects are required.	0.5		
	Economics H	6100034 10		0.5	Teacher Recommendation	Prerequisites have not been met
<input type="checkbox"/>	Modern Global Studies	6100034 42		0.5		
	Modern Global Studies H	6100048 10		0.5		Prerequisites have not been met

<< first < prev 1 next > last >>

**!** You may select 2 courses. You have selected 0 courses.

Cancel Okay



**Step 4:** Repeat this process for each category in subject areas you would like to select classes in.

- Please note, you must select the minimum requirements of credit. ( A note will appear at the bottom of the screen describing how many credits you have selected. (screen shot)

**Family & Consumer Science Electives** Click the edit button to request a course =>  

Optional

**Art Electives** Click the edit button to request a course =>  

Optional

**Health and Wellness Electives** Click the edit button to request a course =>  

Optional

**Alternate Elective Choices** Click the edit button to request a course =>  

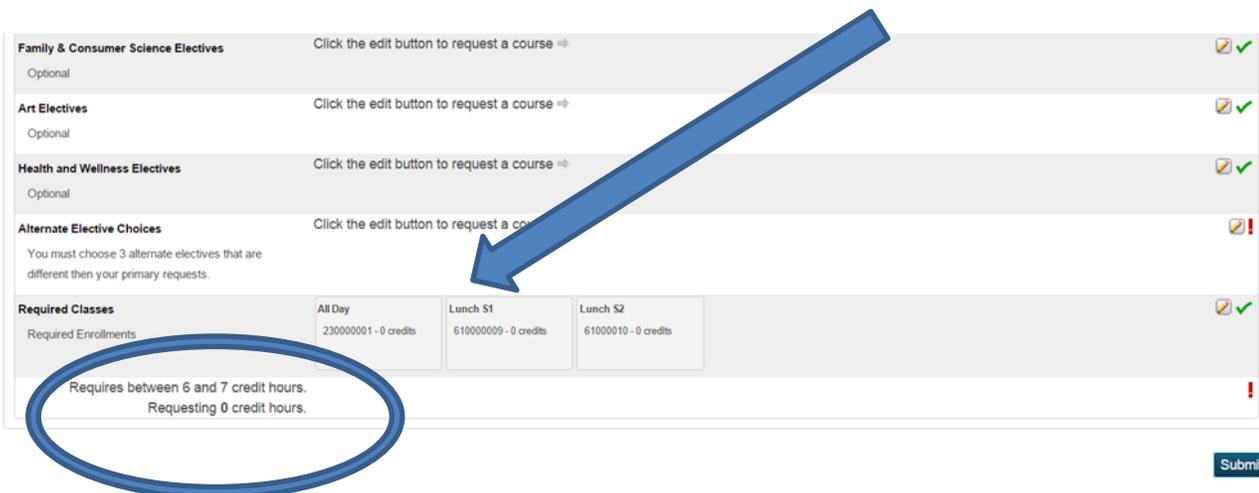
You must choose 3 alternate electives that are different than your primary requests.

**Required Classes**  

All Day	Lunch S1	Lunch S2
230000001 - 0 credits	610000009 - 0 credits	61000010 - 0 credits

Requires between 6 and 7 credit hours.  
Requesting 0 credit hours.

Submit



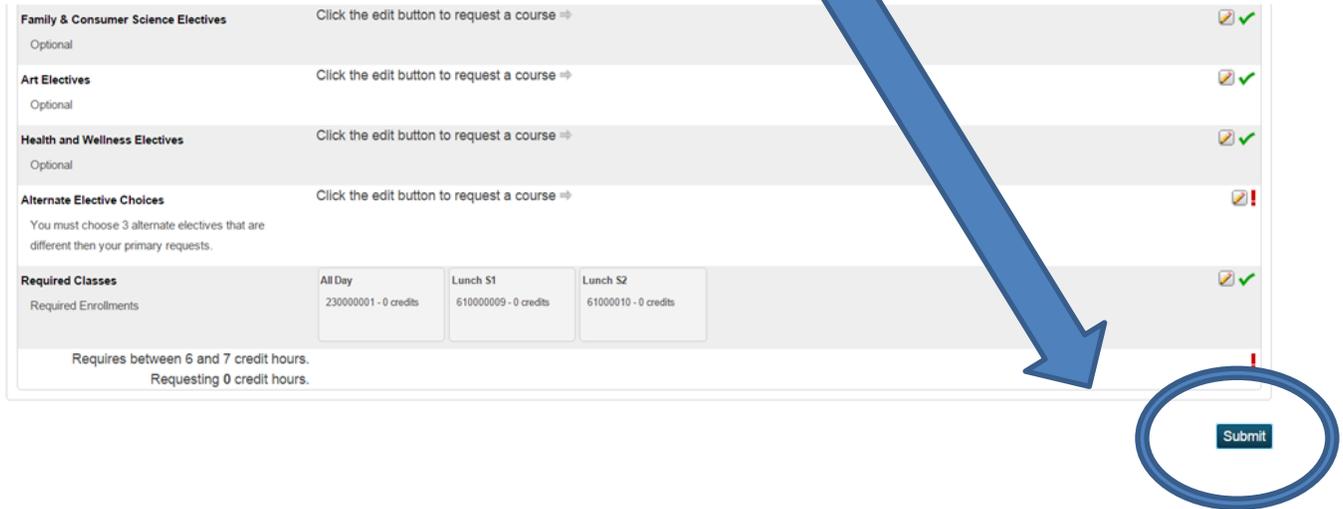
**Step 5:** Alternate Elective Choices:

Alternate courses are necessary for students choosing electives in the event that an elective is full, not running due to lack of enrollment or cannot fit into a student's schedule based on required classes.

Click on the  for Alternate elective choices and select **the number of alternative electives asked for in the directions**. (Please note: There are multiple pages to choose from so please review entire list). Once this step is complete, you are ready to submit.

**Step 6:** Submit

Now that every academic category has a green checkmark next to it and you have selected enough credits to fit within the min/max range specified at the bottom of the registration screen you will be able to submit these course requests which will be used to schedule for the upcoming year.



The screenshot shows a registration form with several sections. A large blue arrow points from the top right towards the 'Submit' button at the bottom right. The 'Submit' button is circled in blue. The form sections are:

- Family & Consumer Science Electives**: Click the edit button to request a course ⇒ [edit icon] [checkmark]
- Art Electives**: Click the edit button to request a course ⇒ [edit icon] [checkmark]
- Health and Wellness Electives**: Click the edit button to request a course ⇒ [edit icon] [checkmark]
- Alternate Elective Choices**: Click the edit button to request a course ⇒ [edit icon] [exclamation mark]
- Required Classes**: You must choose 3 alternate electives that are different than your primary requests. [edit icon] [checkmark]

Required Enrollments	All Day	Lunch S1	Lunch S2
	230000001 - 0 credits	610000009 - 0 credits	610000010 - 0 credits

Requires between 6 and 7 credit hours.  
Requesting 0 credit hours.

THIS COMPLETES YOUR REGISTRATION PROCESS