

PowerSchool Student Portal QRD - Class Registration for Next Year Courses

Northwest Guilford Middle School

The purpose of this document is to assist the student in selecting course requests for the following school year in their PowerSchool student portal account. Counselors will be available to assist students during school hours the week of 2/17-2/21 if needed.

1. Login to your STUDENT PowerSchool account.
Choose Class Registration from the menu on the left side.
2. Click the pencil icon to the right of the course subject.
Courses associated with the subject will appear. Choose the course(s) required by clicking the box next to the course(s) name. Click OK.

Navigation: Grades and Attendance, Test Results, Grade History, Attendance History, Email Notification, Teacher Comments, School Bulletin, **Class Registration**, My Calendars, School Information, Account Information

Welcome to the Jackson Middle Class Registration System for 2015-2016 : Alston, Jane Mary

Student must choose 1 Language Arts, 1 Math, 1 Science, 1 Social Studies, 1 PE, and 2 encore courses

View course requests

Subject	Action
Language Arts	Click the edit button to request a course
Math	Click the edit button to request a course
Science	Click the edit button to request a course
Social Studies	Click the edit button to request a course
Physical Education	Click the edit button to request a course
Encore	Click the edit button to request a course

Requires at least 0 credit hours
Requesting 0 credit hours

Submit

Language Arts

	Course Name	Number	Credit	Prerequisite Note	Alerts
<input checked="" type="checkbox"/>	LANGUAGE ARTS ADVANCED GRADE 8	10582Y 0Y0A	0		
<input type="checkbox"/>	LANGUAGE ARTS GRADE 8	1058AY 0Y0E	0		
<input type="checkbox"/>	LANGUAGE ARTS GRADE 8	10582Y 0Y00	0		

<< first < prev 1 next > last >>

✓ You may select 1 course. You have selected 1 course.

Cancel Okay

3. Once courses have been chosen for all subjects, click submit.
The list of your course requests will appear and the counselor at the school can now view the requests.

Crs Num	Course	Type	Cr Hrs	Prerequisite Notes
1. 10582Y0Y0A	LANGUAGE ARTS ADVANCED GRADE 8	Required	0.00	
2. 20082Y0Y00	MATH GRADE 8	Required	0.00	
3. 30082Y0S00	SCIENCE GRADE 8	Required	0.00	
4. 4008AY0Y0E	SOCIAL STUDIES GRADE 8	Required	0.00	
5. 60482Y0X00	PE/HEALTH GRADE 8 A/B DAY	Required	0.00	
6. 11412YAX00	SPANISH IA A/B DAY	Elective	0.50	
7. 54082Y0X00	ART GRADE 8 A/B DAY	Elective	0.00	
Total Credit Hours Requested			0.50	

If 'Submit' is clicked before the required number of courses are chosen, an error message appears.

Request Submission Failed

- 1. Requirement Physical Education: All students must select 1 PE
- 2. Requirement Social Studies: All students must select 1 social studies.
- 3. Requirement Encore: All students must select 2 encore classes.

Close

Close the error message and the system will return to the first screen.
Follow the steps above until the appropriate amount of courses are chosen.

PowerSchool Student Portal
Registration must be completed online.
Registration portal will be open from
Friday, February 14th @ 5pm-
Sunday, February 23rd.

Please note that online course registration is NOT time-stamped. There is no priority given based on when students register. Students may register at any time during this window, and requests are not matched to create a schedule in the computer until the summer.