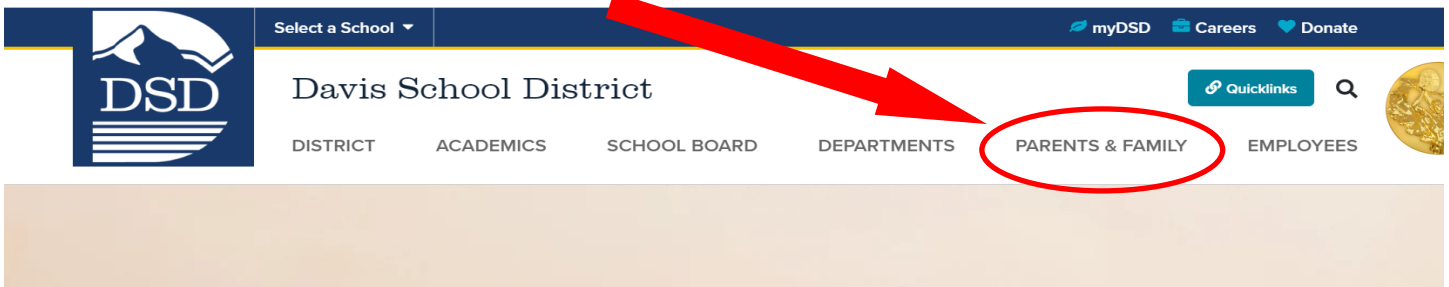


WOODS CROSS HIGH SCHOOL



Instructions for viewing and editing course requests for the 2020-2021 school year:

1. Go to Davis School District web page <https://www.davis.k12.ut.us/>
2. Click on "Parents & Family"



3. Click on "Online Course Request"



4. Enter your student's ID (lunch number) and PIN in the appropriate login space.



First: Select a **category** on the left

Next: Choose the appropriate **course name**

Once you click on the course you want, it will highlight in **blue**

Then: Click the + button

A full-year class will fill BOTH sides

A semester class will fill ONE side

To add a class to 2nd semester ONLY click the + button next to Semester 2

If you add the wrong class, DON'T WORRY, just HIGHLIGHT the class you DON'T want and press the - button next to the appropriate semester

Continue this process until you have added all your courses including three alternatives

*****You can replace CORE classes for advanced/alternative CORE classes; HOWEVER, be SURE you have REQUESTS for ALL REQUIRED CORE CLASSES (English, math, science, and social studies)*****

The screenshot shows the 'Secondary Course Requests' window in the Student Registration System. The registration group is '11TH GRADE' and the school is 'SLC'. The interface is divided into three main sections: a category list on the left, a course selection table for Semester 1, and a course selection table for Semester 2. The 'Category' and 'Name' columns in the course lists are circled in red. The 'Submit' button at the bottom is also circled in red and has a red arrow pointing to it. The course lists show that 8 courses are required and 2 units are total for Semester 1, and 8 courses are required and 2 units are total for Semester 2. There is also an 'Alternates' section at the bottom right with 4 required courses and 0 total units.

Category	Course	Name	Core	Units
FOREIGN LANGUAGES	8500	ACCOUNTING 1	TE	.5
GENERAL FINANCIAL LITERA	5310	AP CALCULUS AB	MA	1
HEALTH	5320	AP CALCULUS BC	MA	1
INFORMATION TECHNOLOGY	5330	AP STATISTICS	MA	1
INTERNATIONAL BACCALAU	5315	CALCULUS LAB (AB)	CE	1
MAGNET CLASSES	5315	CALCULUS LAB (BC)	CE	1
MARKETING	5250	CE COLLEGE ALG 1050	MA	.5
MATHEMATICS	5245	CE MATH 1010	MA	.5
OTHER	5340	IBSL MATH STUDIES 1	MA	1
PEER TUTORING	5460	MATH. DECISION MAKING FOR LI	MA	1
PHOTOGRAPHY	5450	MODERN MATHEMATICS (SEC. 3	MA	1
PHYSICAL EDUCATION	5150	SECOND MATH III	MA	1
RELEASED TIME/SEMINARY	5151	SECOND MATH III HONORS	MA	1
RESOURCE/SPECIAL EDUCAT				
SCIENCE				
SOCIAL STUDIES				
THEATRE				
WELDING				
WOODWORKING				
YEARBOOK				

Course	Name	Units
6250	US HISTORY 2	1
4110	ENGLISH 11	1

Course	Name	Units
6250	US HISTORY 2	1
4110	ENGLISH 11	1

Course	Alternates Name	Units

Once you have 8 courses on both semesters and 3 alternatives, you'll be able to **SUBMIT**