



Online Course Registration Instructions

Step 1: Getting Started

- Log onto Campus Student available at <https://district196mn.infinitecampus.org/campus/portal/district196.jsp>

Username = Student ID number

Password = School network password

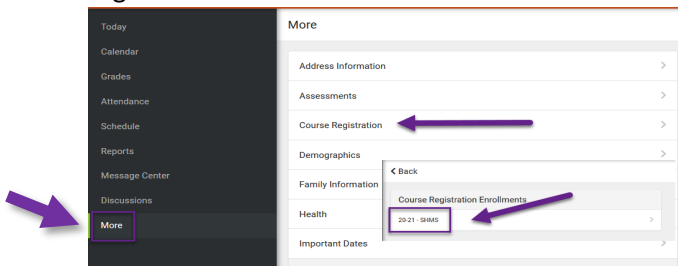
Student Username

 Password

- Click **Log In**.

Step 2: Course Registration Tab

- If using an iPad, first select the Menu Icon.
- Then select **More** from the Index and then select **Course Registration**. Choose the next school year to register.



Step 3: Selecting Your Courses

- Click on **Add Course** to begin.

Not started Units: 0/42

Course Requests

No course requests.

- The list of courses available to select will appear or you can search for a specific course.

Add Course

Search Courses

ACTION	COURSE NAME	UNITS
<input type="button" value="+"/>	Applied Arts Combination 1 70AA1	3
<input type="button" value="+"/>	Applied Arts Combination 1 80AA1	1
<input type="button" value="+"/>	Applied Arts Combination 2 70AA2	3
<input type="button" value="+"/>	Applied Arts Combination 2 80AA2	1

- When you find the course you want, click the blue plus (+) sign next to the course.

Band 70MUS1 3

- Then choose to add the course as a **Request**.

Add Course

Would you like to add this course as a Request or an Alternate?

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- Repeat these steps as needed.

Step 4: Dropping a Course

- To remove a course request, click on the red X next to the course request and confirm the drop by choosing **Delete**.

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Delete Request

Would you like to delete this course request?

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Step 5: Completed Course Requests

- Click the **Back** button at the top to see a list of all Course Requests.
- To add/change a course click on the **Add Course** button.
- Click **Print** for a PDF report and attach to the Registration Worksheet.

100% complete Units: 42/42

Course Requests

COURSE NAME	UNITS
REQUIRED	
Eng/Lang Arts 70LAN1	6
Pre-Algebra 70MTH1	6
REQUESTS	
Band 70MUS1	3
Spanish A 70FOR7	3

