



BRHS Online Registration Instructions 2022-2023

Current 9th, 10th & 11th Grade Students Online Course Registration

Bridgewater-Raritan High School continues online course registration for the 2022-2023 school year. Online course selections will be completed by the current 8th, 9th, 10th and 11th grade students. All course registration will be accessed through the Parent Portal of PowerSchool. We will provide students and parents/guardians with instructions and assistance for this process. Please utilize the support resources of counselors and the course registration supports available on the high school counseling website. The process timeline is listed below. Please be sure to follow the dates for your child's grade level.

Current 9th, 10th and 11th Grade

Online course registration for current 9th, 10th and 11th grade students will be available beginning Friday, February 11, 2022, at 7:30 am through Tuesday, February 22, 2022, at 11:59 pm. All students in grades 9, 10 and 11 will select all academic courses, Phys. Ed., and electives. Please note that requests for core academic courses and Phys. Ed. take priority over requests for electives.

Step I- Review the BRHS Program of Studies course book

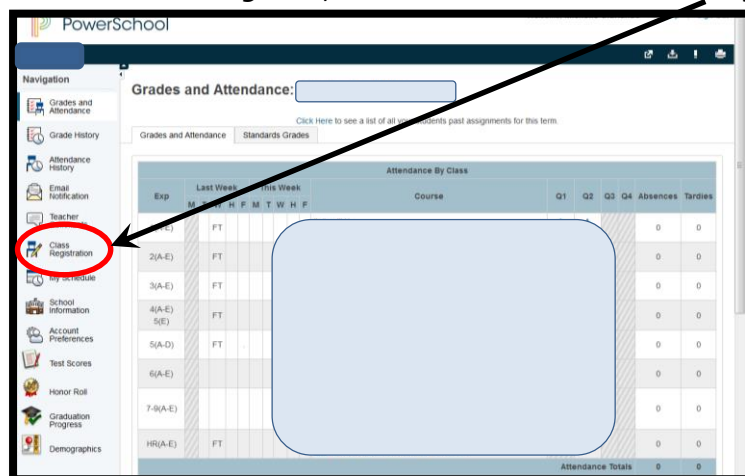
Carefully review the course descriptions in the Program of Studies course book available online ([BRHS Program of Studies 2022-2023](#)). Students are required to select current academic courses, Phys. Ed., electives, and alternates. If you pick a course that is unavailable, you will automatically be placed in an alternate choice course. The system will select the alternate choice based on your requests.

Step II- Review Graduation Requirements in the PowerSchool Parent Portal

1. Access the [PowerSchool Parent Portal](#). Use your Parent Access Username and Password. If you have not completed this process, please followed the procedures under "Create an Account" in the previous link.
2. Log in using your Parent Portal Access Username and Password.
3. On the left side of the screen under *Navigation*, locate the link titled "**Graduation Progress**" (featuring a graduation cap) and click.
4. This screen features information regarding completed courses that fulfill specific graduation requirements as well as information regarding outstanding requirements.
5. Note the number of credits and/or courses needed to fulfill your graduation requirements. Make sure to consider graduation requirements when registering for courses.

Step III- Register Online using the PowerSchool Parent Portal

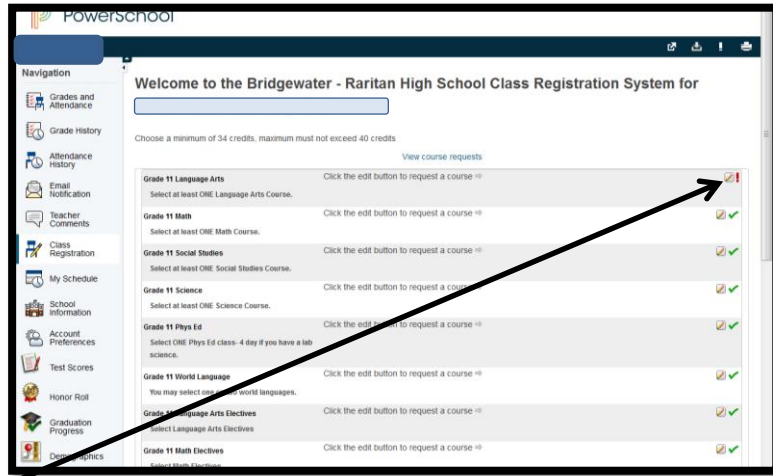
1. Access the [PowerSchool Parent Portal](#). Use your Parent Access Username and Password. If you have not completed this process, please followed the procedures under "Create an Account" in the previous link.
2. On the left side of the screen under *Navigation*, locate the link titled "**Class Registration**" and click.



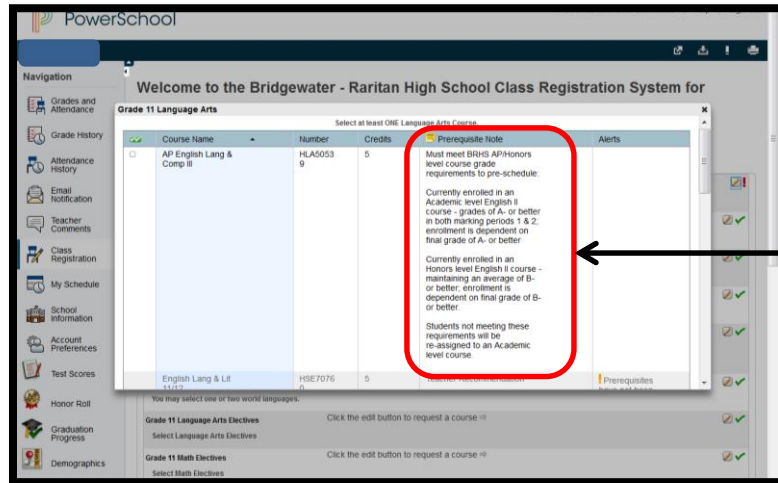


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The Class Registration page will appear.

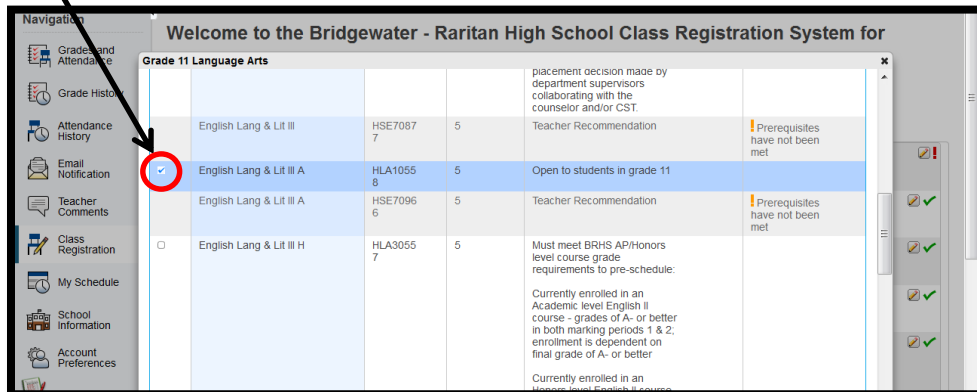


- 3. Click on the pencil icon to reveal the course selection list for required content areas. The Course Request pop-up window will appear.



When selecting core courses, please note that many of the courses have prerequisite notes. Only select courses for which you have met the prerequisites.

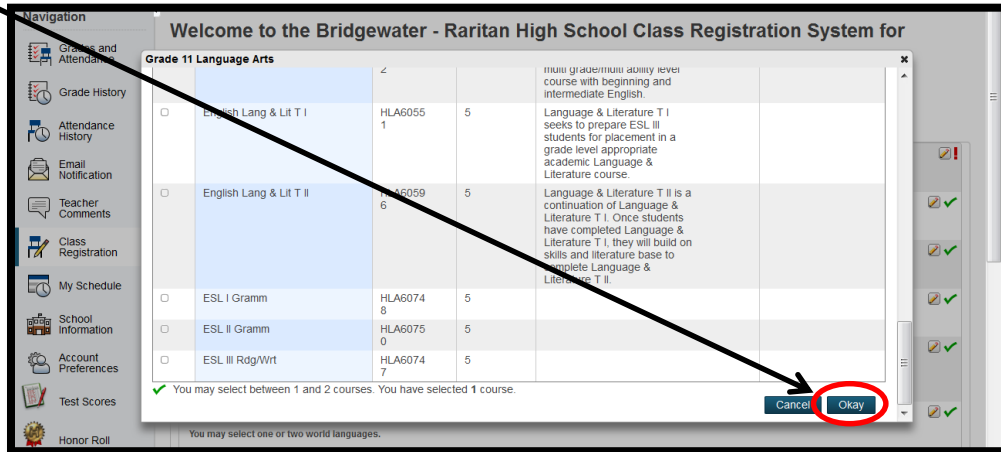
- 4. Please note that students who need to request courses that are not typical for their grade level WILL NOT have access to those courses during online registration and must see their counselors in person to schedule for the correct courses. For example, a 10th grader who is eligible to take AP Calculus AB will not have access to this course and must meet with his/her counselor in order to schedule for the correct course.
- 5. Click on the checkbox next to the course(s) you are requesting.



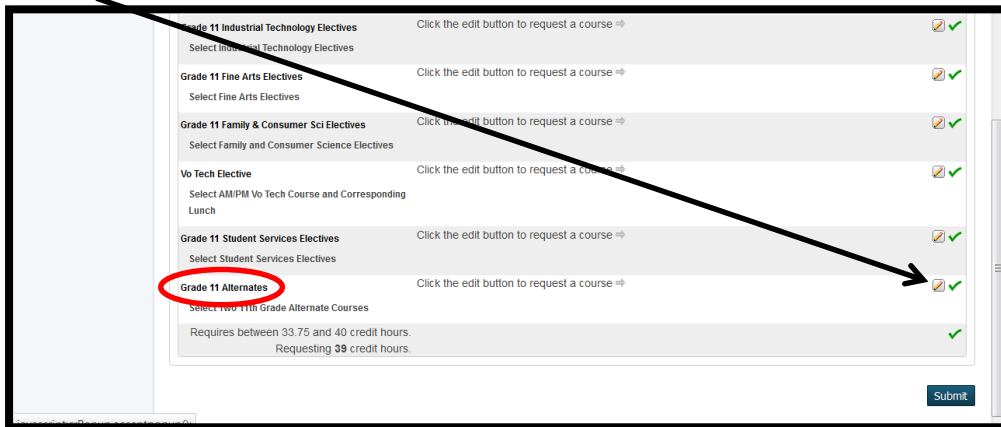


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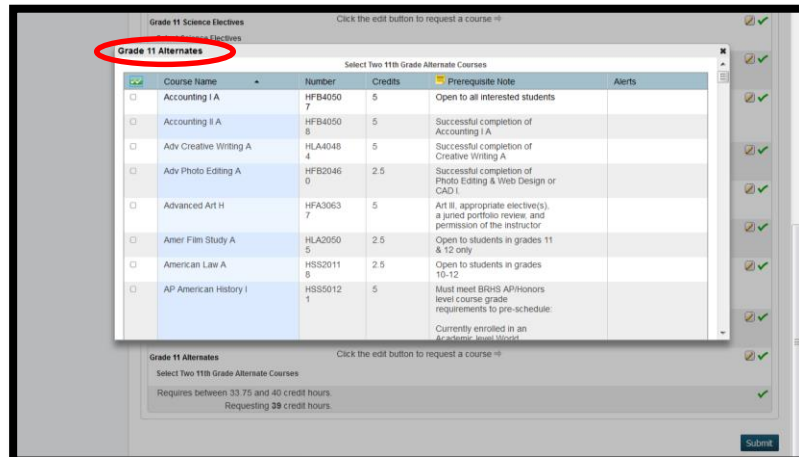
6. Click "Okay" to save your request.



- 7. In requesting elective choices, click on the pencil icon to view the choices in each content area. Some courses have prerequisite notes. A prerequisite note will identify the grade level for the course and any additional requirements. Click on the checkbox in front of the course to select it. If you select a course for which you have not met the prerequisite, the course will be deleted from your request list and your counselor will assist you in making another choice.
- 8. **Repeat this procedure until you have selected courses for a full schedule.**
- 9. Click on the pencil icon to reveal the alternate course selection



The Alternate Course Request pop-up window appears

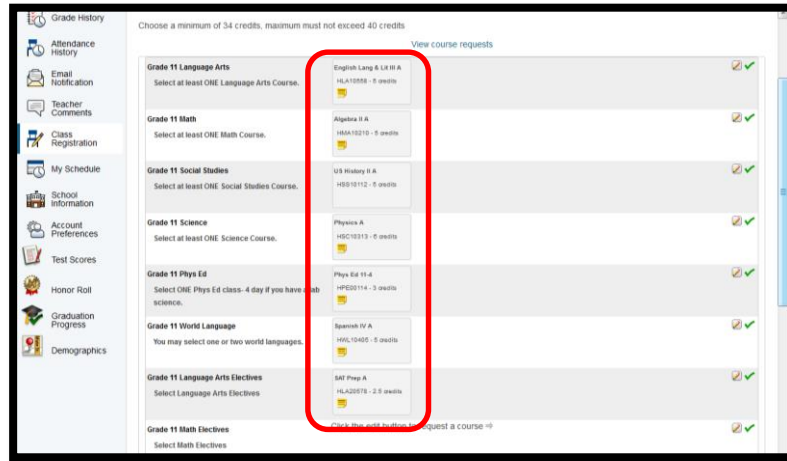


- 10. Courses are listed in alphabetical order. Scroll down the page to see the choices.
- 11. When selecting each alternate course, simply click on the box in front of the name of the course. Scroll to the bottom of the page and click "Okay".

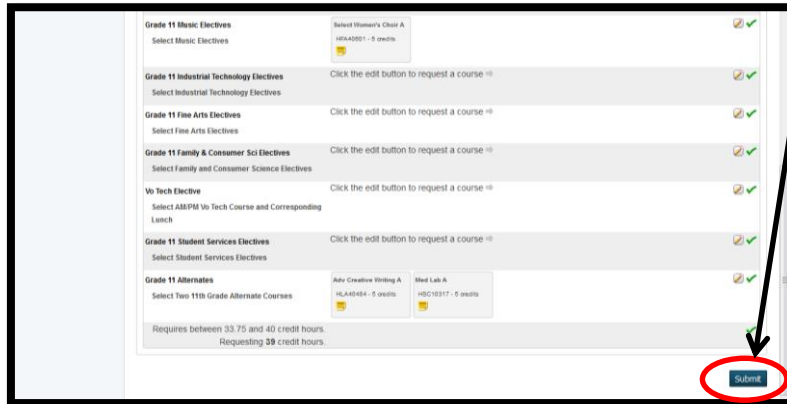


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12. The courses you have selected will each be displayed in boxes on the registration page.



13. Once you have selected course choices, go to the bottom of the page and click **"Submit"**. Courses will not save if you do not click **"Submit"**.



14. Note: Students who need to request courses that are not typical of their grade level may not have a sufficient number of credits for their course selections to save. Any student who clicks **"Submit"** and is instructed that the course selections will not save should email his/her counselor immediately to request an in-person scheduling meeting.

15. Once selections are submitted, a list of course selections will be displayed.



16. Please print this page for submission to your school counselor.

To print, please click the **Print Page** icon located at the top of the page.

17. Once you have printed the confirmation of course selections, please sign (both parent/guardian and student) and submit the document to your counselor by February 23, 2022.

Please contact your school counselor with any questions about navigating through this process.