

# Online Course Selection-Academic Planner Instructions

## Step 1: Getting Started

- Log on to [Infinite Campus](#)  
**Username** = Student ID number  
**Password** = School network password
- Click **Log In**

## Step 2: Academic Plan Tab

- (I-pad only) Click 3 lines (menu) in upper left corner
- Click on the **Academic Plan** tab and then **Next**.

## Step 3: Adding Your Courses

- Click in the box and a drop down will appear listing courses in that subject/credit grouping that you may choose from

- Classes with A & B terms will automatically populate

## Step 4: Dropping a Course

- To remove a planned course, click on the X next to the course number.

## Step 5: Selecting Alternative Courses

- You should select 3 alternate elective courses to guide your counselor in substituting classes in case an elective course becomes unavailable.

## Step 6: Check your Credit Count

- Check your credit count listed next to the grade level that you are selecting classes for.

**Grade: 09 16.0 / 16.0**

## Step 7: **SAVE** your Plan

- After you are done entering courses or if you need to stop mid-way, you need to hit the **SAVE** button near the top of the page to **SAVE** your work. It will then be there the next time you log-in!

