

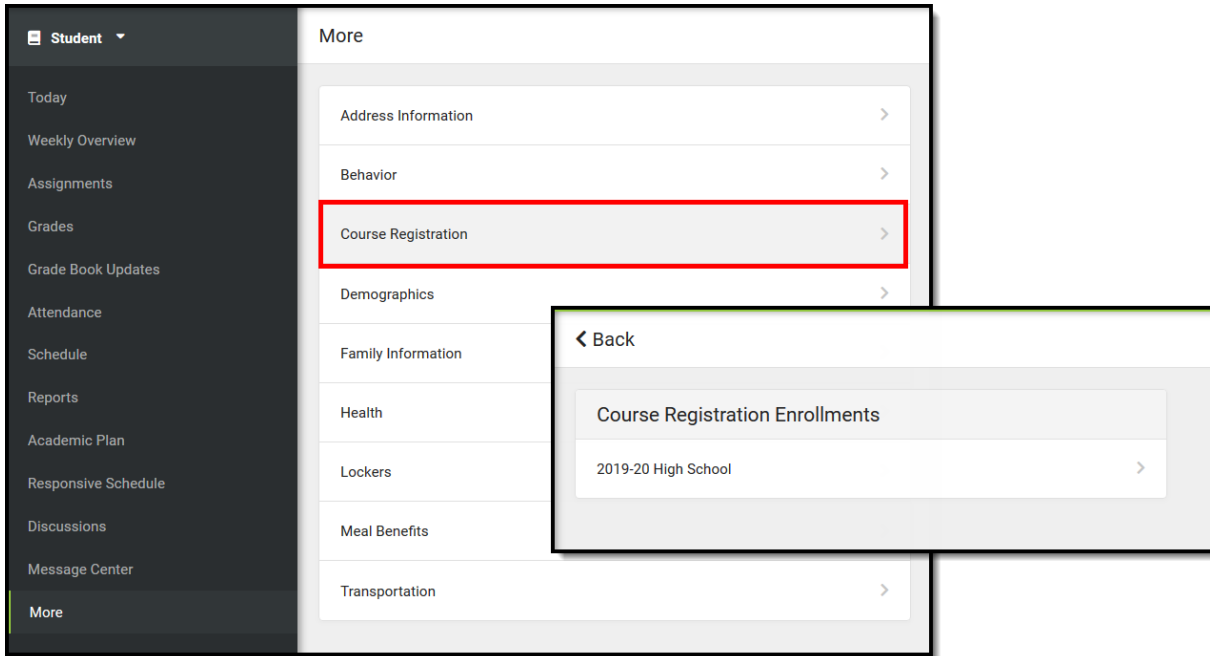
COURSE REGISTRATION IN INFINITE CAMPUS

The IC Portal opens for registration the first week of February! Log in to your Infinite Campus Student account. (If you do not have an account or have forgotten your password, please ask a teacher to help you). Follow these steps to select which courses you would like to request for the 2023-2024 school year.

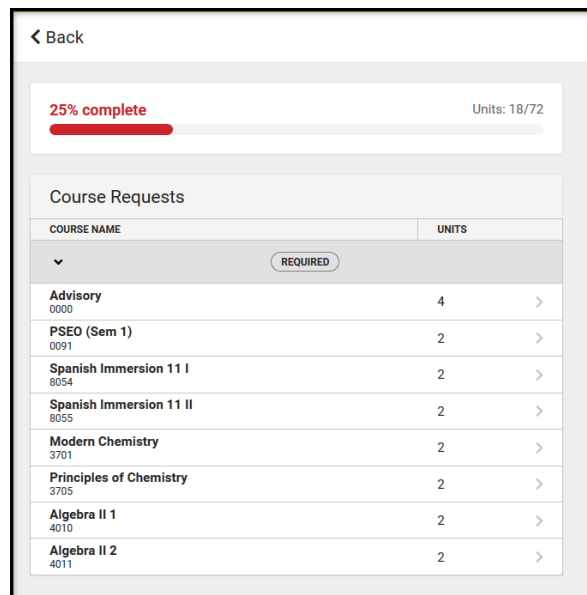
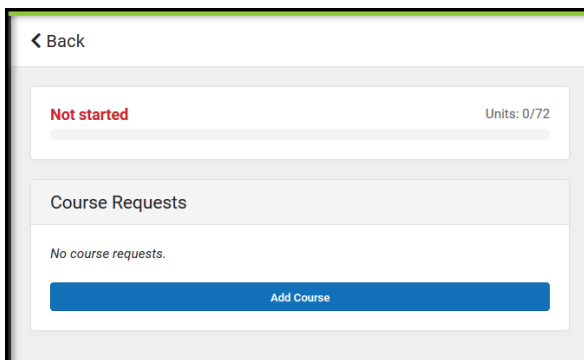
PATH: Campus Student > More > Course Registration > 2023-24 Broomfield High School

Select Enrollment

1. After logging in to Campus Student, select More from the Index. Then select Course Registration.
2. Select 2023-24 Broomfield High School



You are now ready to enter Course Requests. When there are currently no course requests, a screen like the image on the left below displays. If some course requests have been entered, a screen like the image on the right displays.



Request Courses

1. Click the **Add Course** button. A list of courses available for selection displays.
2. Begin typing the name of the course in the **Search** field. Matching results display below the search field.
3. Select the desired **Course**. Information about that course (how many units and a description of the course) displays.
4. Add the course by clicking **Add Request**. Or, click the **Add Alternate** button. (This adds the course as an alternate course in case you cannot be scheduled into other courses.)
5. For full-year courses, you will need to add **"A & B."** Semester-long courses end in **"S."**
6. Return to the Add Course screen by clicking **Back**.

Repeat these steps until you have a complete or near complete schedule.

The left screenshot shows a mobile app interface with a progress bar at 33% complete and 'Units: 24/72'. Below is an 'Add Course' section with a search field containing 'AP che'. A table below the search field has three columns: ACTION, COURSE NAME, and UNITS. The first row is highlighted with a red box and contains a blue plus sign, 'AP Chemistry 3741', and '2'. The right screenshot shows the details for '3741 - AP Chemistry', including 'Semester Grade - Science Credits: 1.000' and 'Units: 2'. At the bottom are two buttons: 'Add Request' and 'Add Alternate'.

For a faster way to request courses:

1. Search for the course.
2. Click the blue plus sign on the left.
3. In the popup message that displays, select **Request**, **Alternate** or **Cancel**.

The screenshot shows a dimmed background of the course selection interface. The search field contains 'pai'. The table below has three columns: ACTION, COURSE NAME, and UNITS. The third row is highlighted with a red box and contains a blue plus sign, 'Draw & Painting Seminar 7846', and '2'. A popup dialog box is overlaid on the right side, titled 'Add Course' with a close button (x). The dialog asks 'Would you like to add this course as a Request or an Alternate?' and lists 'Draw & Painting Seminar 7846'. At the bottom of the dialog are three buttons: 'Request', 'Alternate', and 'Cancel'.

Review Course Requests

When finished requesting courses, you can review the requests you have made and make adjustments as needed. Use the **Back** Button to review your requests.

If you are satisfied with your requests, click the **Print** button. This generates a PDF of your required and requested courses.

< Back

33% complete Units: 24/72

Course Requests

COURSE NAME	UNITS
REQUIRED	
Advisory 0000	4 >
PSEO (Sem 1) 0091	2 >
Spanish Immersion 11 I 8054	2 >
Spanish Immersion 11 II 8055	2 >
Modern Chemistry 3701	2 >
Principles of Chemistry 3705	2 >
Algebra II 1 4010	2 >
Algebra II 2 4011	2 >
REQUESTS	
AP English 11 I 1844	2 >
AP English 11 II 1845	2 >
AP U.S. History I 2800	2 >
ALTERNATES	
A School Study 0940	2 >
AP Chemistry 3741	2 >

Add Course Print

Student, Tiffany
Student Number: 6600
Grade: 11

Requested Courses:

0000 Advisory
4010 Algebra II 1
4011 Algebra II 2
1844 AP English 11 I
1845 AP English 11 II
2800 AP U.S. History I
3701 Modern Chemistry
3705 Principles of Chemistry
0091 PSEO (Sem 1)
8054 Spanish Immersion 11 I
8055 Spanish Immersion 11 II

Alternate Courses:

0940 A School Study
3741 AP Chemistry

Courses with program priority displayed in bold.

Parent/Guardian Signature _____ Date _____

Important! Course selection deadline is March 3, 2023, by 4:00 p.m.