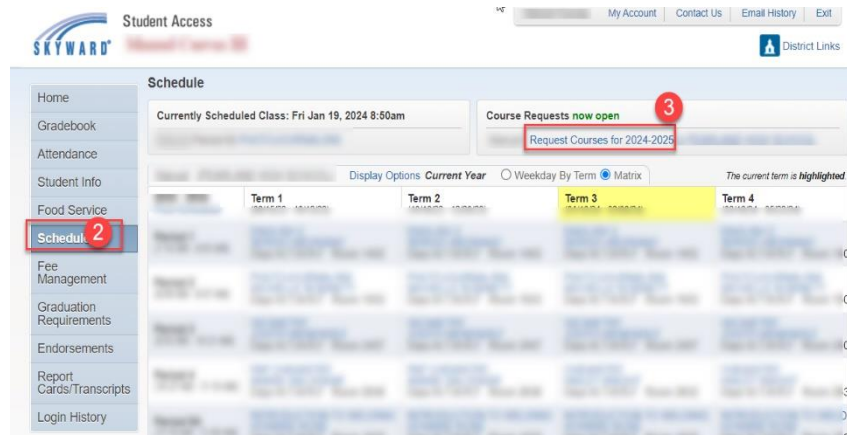


PJHW 2024-2025 Course Selection Instructions

1. Login onto [Skyward](#) (must use **PARENT** credentials)

2. Select **Schedule**

3. Click on the “**Request for 2024-2025**” link located in the upper right corner.



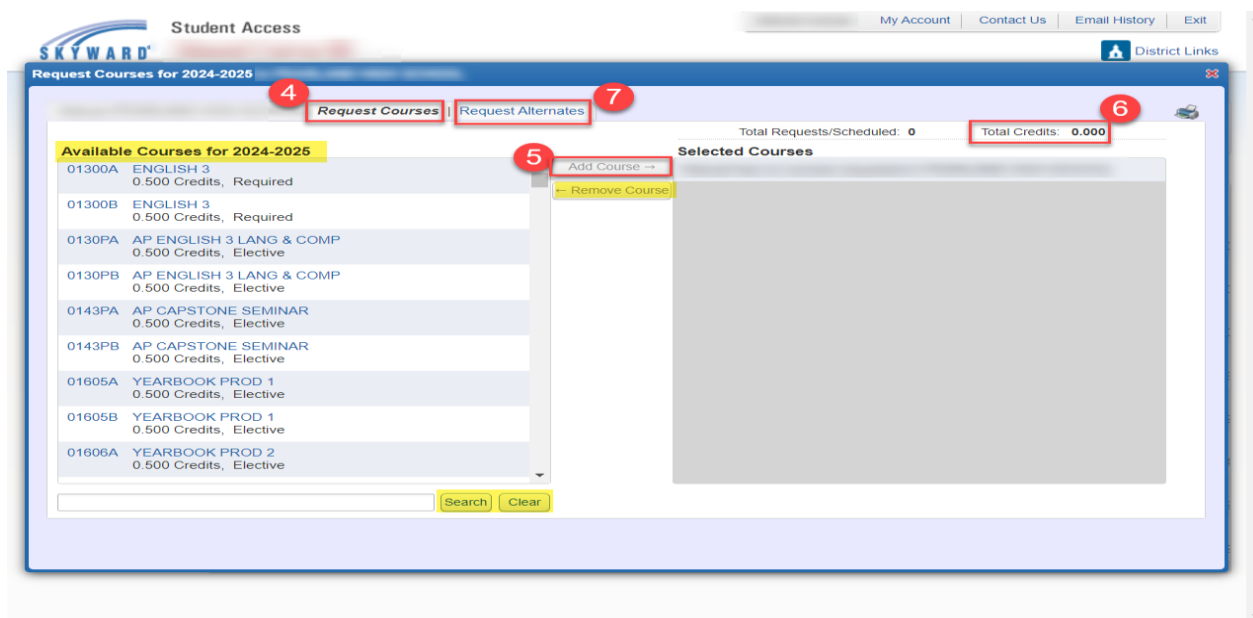
4. Select the **Request Course** tab.

5. Choose the course you wish to take or change and click on **Add Course** or **Remove Course** (You can add and remove courses as necessary)

6. Total Credits for the selected courses should equal **5.000** credits.

7. Do not forget to request [2] Alternates! Click on **Request Alternates** and enter your choices.

8. Close out the window. Requests will save automatically.



IMPORTANT: Certain courses have pre-requisites that must be completed prior to selecting the course. If the pre-requisite has not met, the below message will appear when trying to add the course.

The selected course(s) has pre-requisites that have not been met: A

PJHW 2024-2025 Course Selection Instructions

Things to Consider:

- Only parents can access the course selection portal; if you do not know your credentials, use the “forgot your login/password” option on the Skyward dashboard to recover them.
- On-level ELAR, Science, and History have been pre-loaded for all students. If you wish to take PAP level courses, you will remove the on level course, then add the PAP course.
- *Math will be added after the portal closes based on current enrollment.*
- **SPANISH TRACK STUDENTS:** your next Spanish class has already been added. You should NOT delete this class unless you are planning to leave the program. Keep in mind that if you delete Spanish 2 for 7th grade, you will not be able to complete the course until 9th grade.
- **ZERO HOUR** is only available to 7th GRADE Spanish Track students taking BAND or ALL YEAR CHOIR. Please be advised that there are limited seats, and placement cannot be guaranteed.
- **ATHLETICS:** If you plan to play FOOTBALL add the FOOTBALL course (remove PE if necessary) Otherwise, do nothing. We will move you into athletics if/when necessary during the next sport season. Those who wish to play volleyball will be added to girls athletics after we receive Coach approval.
- Make sure your **TOTAL CREDITS equal 5.0** consisting of 3 academic classes (*ELAR, science, and history*) and 2-4 electives. If your credits do not equal 5.0, we will select a course(s) to fill the open spot. Alternates do not count.
- Be sure to select 2 alternates so that we have a back up option in the case that your first choices could not fit into your schedule.
- **Portal opens 2/23 and closes 3/3 at MIDNIGHT.** Late requests will not be accepted. You will have a final opportunity to request courses or make choices in April when verification forms are made available in Skyward.