

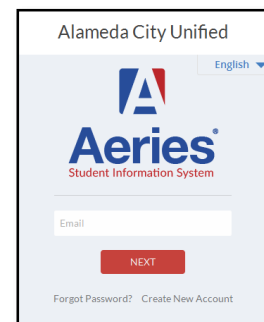
9th Grade Elective 2026-27 Course Requests

Step 1: Log on to the AUSD Aeries Family Portal – the link is located on your school's website.

If you are a student who has never accessed the Aeries Portal:

You must activate your Aeries Portal account:

1. Go to the Aeries Portal login screen and click on 'Forgot Password'.
2. Follow the instructions using your **AUSD Google** account (**student's username@ausdg.us**)
This will generate an account activation email sent to your AUSD Gmail account.
3. Log into your **AUSD Google** account (**student's username@ausdg.us**) and find the email sent from **alamedausd@aeries.net**.
4. Follow the instructions in the email to activate your Aeries Portal account.



Once your Aeries Portal account has been activated you may log in anytime by going to your school's website and clicking on the Aeries Family Portal link. Your username is your AUSD Gmail address (username@ausdg.us).

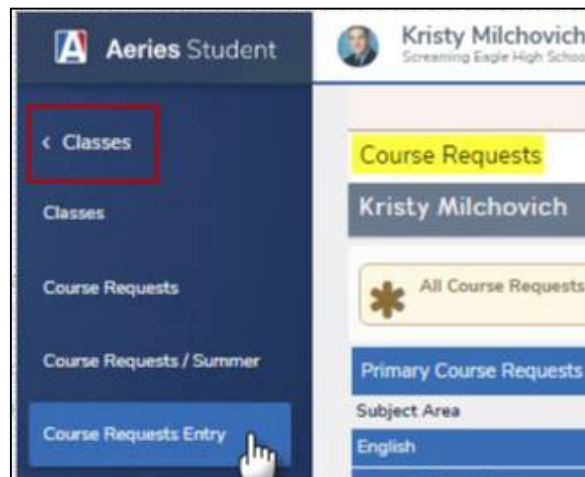
Step 2: Choose your 2026-27 High School Record:

Click on your name in the upper left corner and choose the record with the name of your High School.



Step 3: Entering Course Requests:

Go to **Classes** in the left navigation tree and select **Course Request Entry** as shown here:



Step 4: Enter your Elective Course First Choice:

To enter a course request choose **Show all Courses** from the dropdown menu and then click **Search**. A list will display.

Primary Course Requests		Filter Courses	
Subject Area	Alternate Requests	Name or Nbr:	Sbj Area: Show All Courses Search
English	English 10 CP (0302)	Adv Band (0582)	Ceramics II (0105) Marching PE (0015)
Physical Education		Adv Choral Ens (0591)	Ceramics I (0104) Mns Tennis (0054)
Social Science	US History Cp (0702)	Adv Dance (0129)	Dan Shw/Dis Tec (0026) Pep Units (0020)
Mathematics	Adv Algebra CP (0646)		

If you would like additional information about a course click on the 

1. Click the name of the course you want as your first choice.

2. A window will open, click on Request Primary.

The top part of the image shows a 'Filter Courses' search bar with fields for 'Name or Nbr:' and 'Sbj Area: Show All Courses', and a 'Search' button. Below this is a list of courses: Adv Band (0582), Ceramics II (0105), Marching PE (0015), Art I (0101), Mns Tennis (0054), and Pep Units (0020). An arrow points from the first instruction to the 'Art I (0101)' course. Below the search bar is a window titled 'Art I (0101)' with the following details: Subject Area #1: Visual/Perform Arts, Subject Area #2: , Type: Academic Course, UC Area: Visual and Perf Arts, CSU Area: Visual and Perf Arts. At the bottom of the window are two buttons: 'Request Primary' and 'Request Alternate'. An arrow points from the second instruction to the 'Request Primary' button.

3. The course will appear next to the subject area under Primary Course Request. Example:

The image shows a table titled 'Primary Course Requests'. The table has two columns: 'Subject Area' and 'Alternate Requests'. The 'Subject Area' column lists: English, Physical Education, Social Science, Mathematics, and Visual/Perform Arts. The 'Visual/Perform Arts' row is highlighted with a red box, and next to it in the 'Alternate Requests' column is 'Art I (0101)'. To the right of the table is a 'Manage' button. On the far right, there is a search bar and a list of courses: Acc Sp, Accel, and Adapt.

Step 5: Enter your 7 Elective Alternate Choices:

Click the course name, just like you did above, then select Request Alternate and repeat 7 times.

A close-up of the 'Request Primary' and 'Request Alternate' buttons from the 'Art I (0101)' window. The 'Request Alternate' button is highlighted with a red box.

You will see your choices listed under

Alternate Course Requests:

The image shows a table titled 'Alternate Course Requests' with a 'Priority Sort' button. The table lists two courses: Adv Choral Ens (0591) and Adv Dance (0129). Each course has a trash can icon to its left.

Alternate courses can be sorted by clicking on Priority Sort then using the arrows to drag and drop.

The image shows the 'Alternate Course Requests' table with the 'Priority Sort' button. The table lists four courses: Adv Choral Ens (0591), Adv Dance (0129), Adv Band (0582), and Art I (0101). Each course has a trash can icon to its left.

The image shows the 'Alternate Course Requests' table with the 'Done' button. The table lists four courses: Adv Dance (0129), Art I (0101), Adv Choral Ens (0591), and Adv Band (0582). Each course has a trash can icon to its left and a double-headed arrow icon to its right, indicating they can be sorted.

The course on the top of your list is your second choice.

To remove a course, click the trash can. Click Done when you're finished.