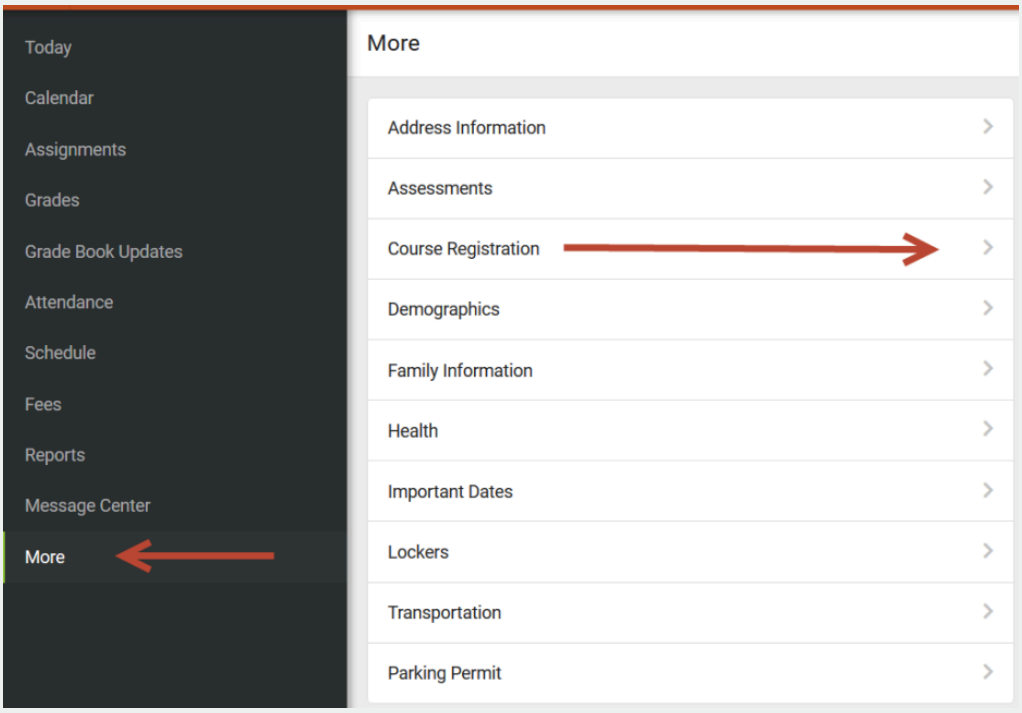
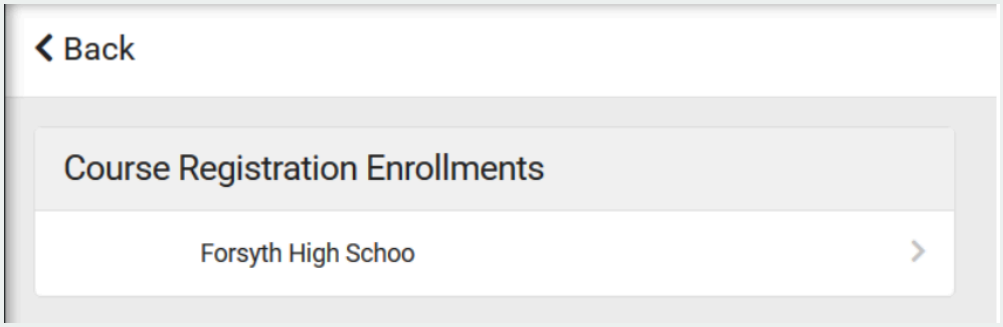
Portal Registration Directions

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- Log into your parent portal account. If you do not have a parent portal account, please contact your student's current school.
- On the left-hand side of your screen, select **More**. Then select **Course Registration.** (See figure below)



- Then select **North Forsyth High School**

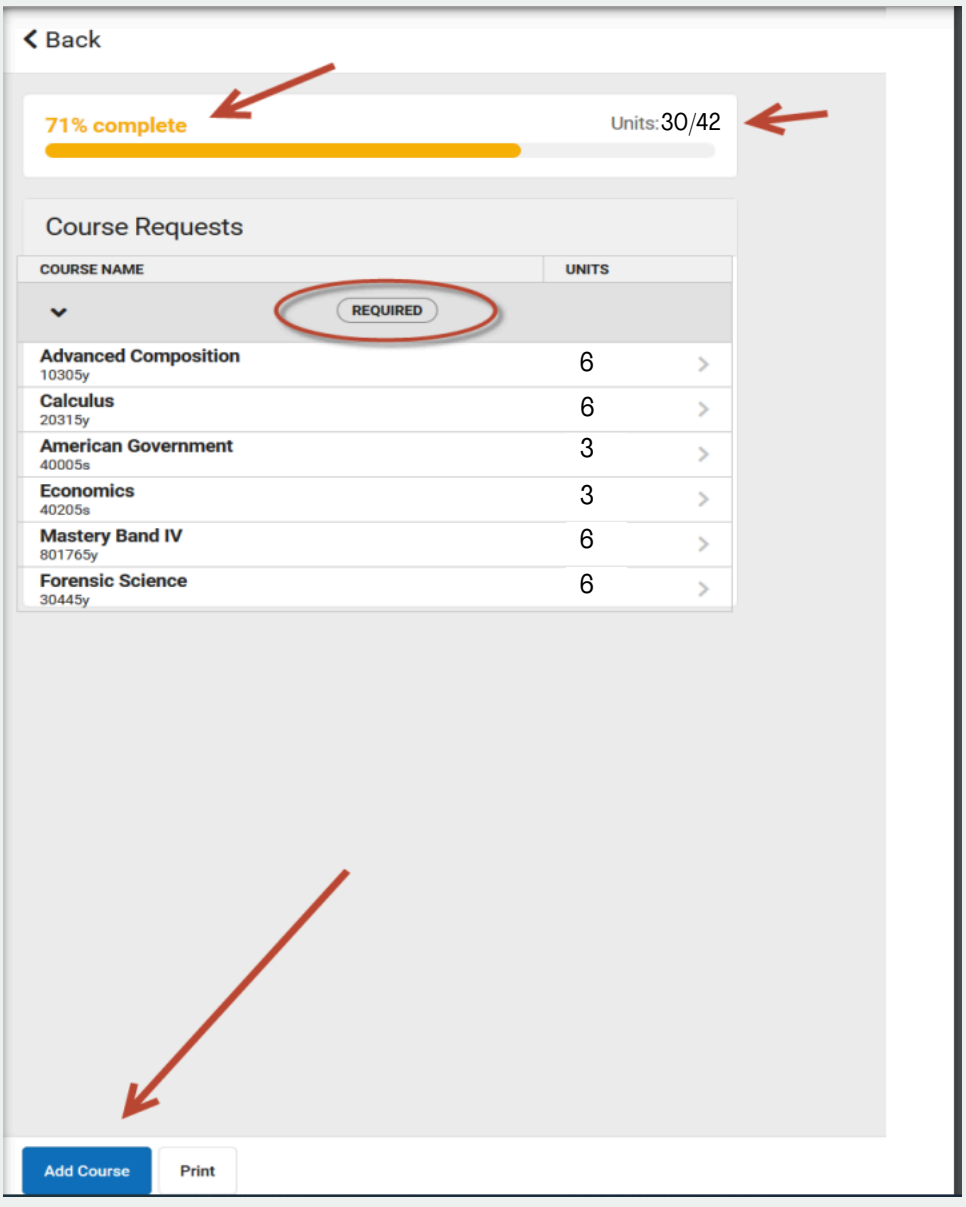


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Portal Registration Directions

- The next screen will show you your student's recommended courses for next year. These will be listed under **Required**. You will also notice at the top of the screen a percent complete bar and Units (xx/xx). Each course is comprised of units. Normally, a yearlong course equals 6 units and a semester course equals 3 units. You will be able to select elective courses until you reach the maximum of 42 units. All courses requested after the 42 units will be Alternate Courses.
- At the bottom of the screen is a blue box- **Add Course.** Select this box.



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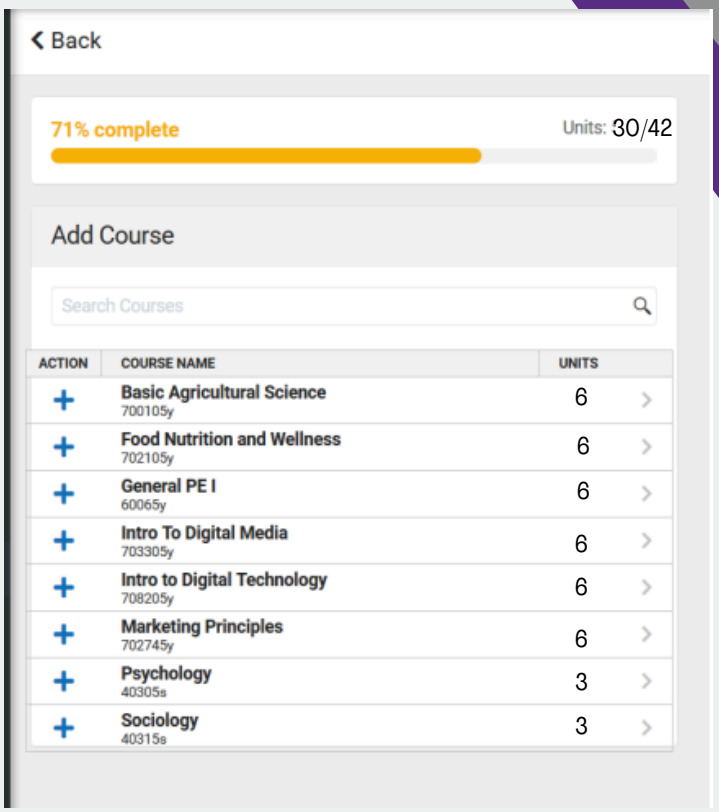
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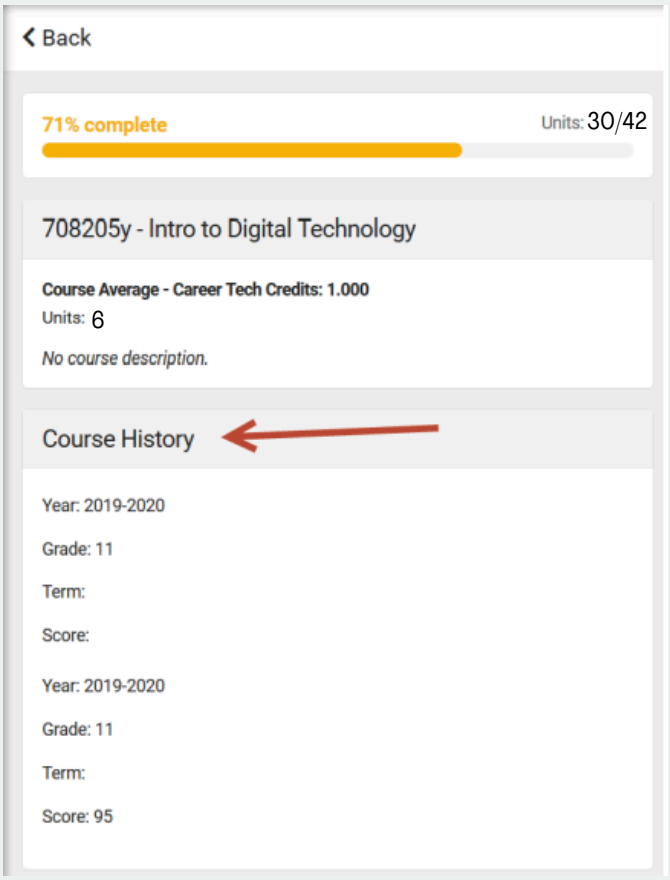
Portal Registration Directions

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- The next screen will list all elective course options. If you know the course number or name, you can type it in the search bar. If you see it listed, **select the arrow** next to the course name.



- If **Course History** appears, this means the student has already taken or is currently taking the course. Do not select this course. Click the back button and make another choice.



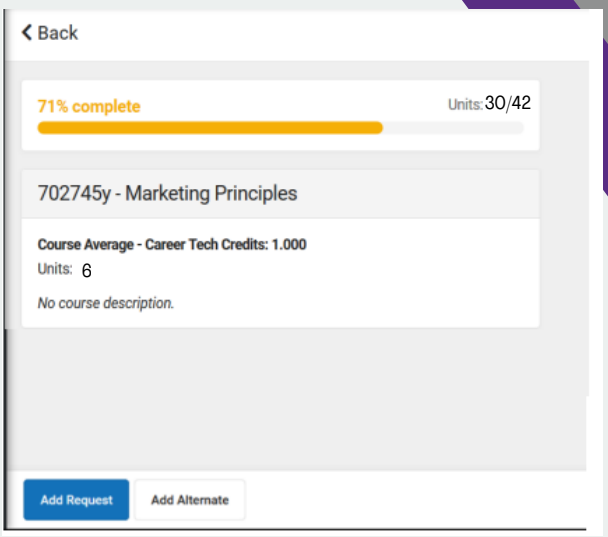
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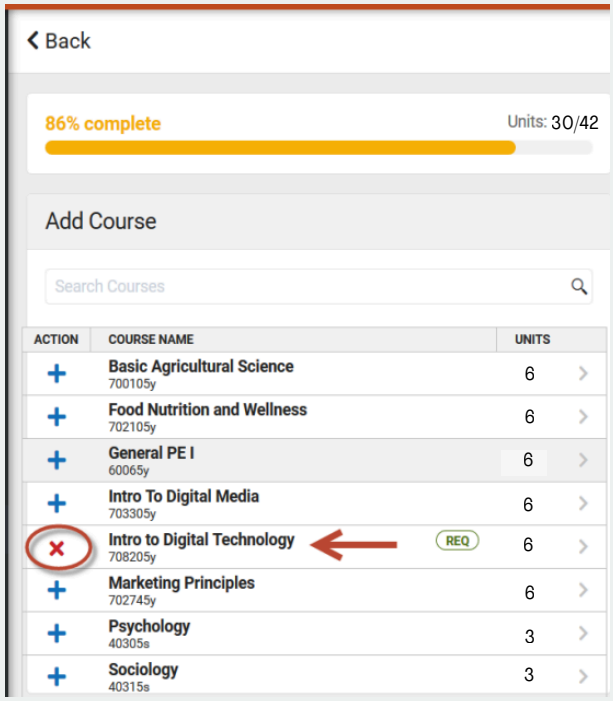
Portal Registration Directions

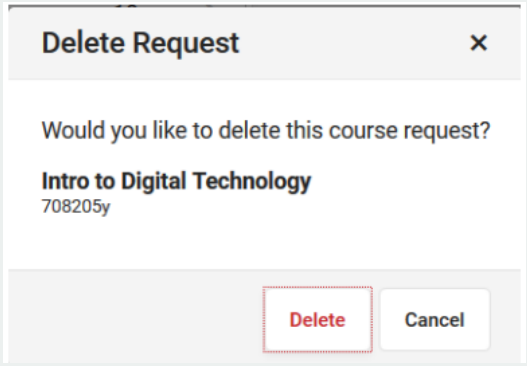
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- If you do not see Course History, then you can select either **Add Request** or **Add Alternate** at the bottom.



- Once you select the course, it will put a red X next to that course. If you selected the course in error or would like to change your selection, just select the course again and a pop up screen will appear asking if you would like to delete the course request.





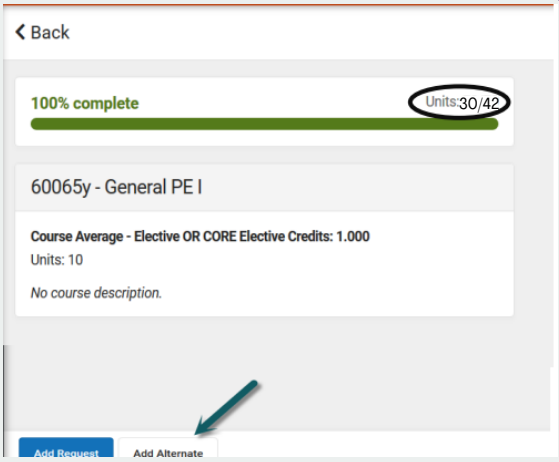
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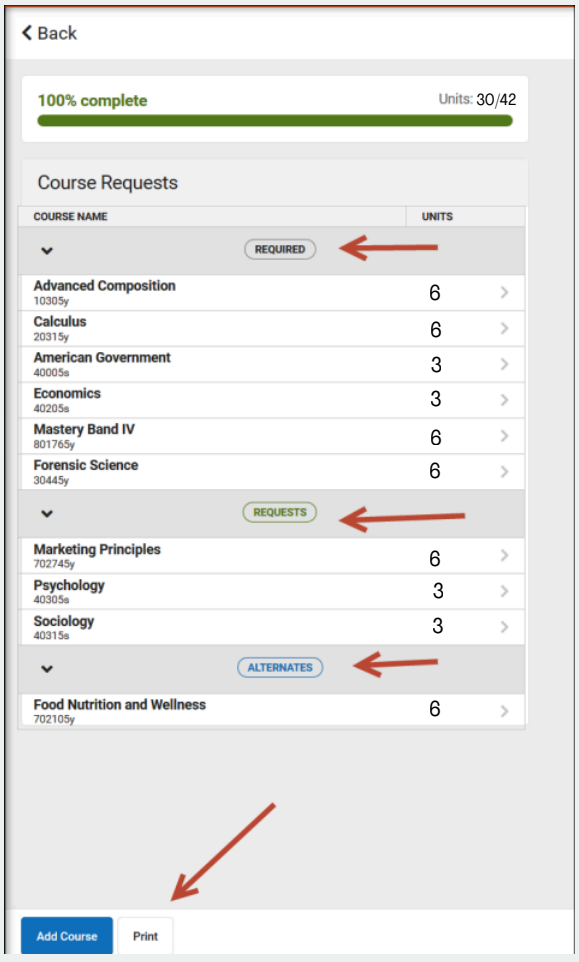
Portal Registration Directions

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- Once you have selected enough courses, the completion bar at the top is 100% complete. You will need to **select at least 3 alternate courses.** You will follow the same procedure you did when you selected your elective requests, except **choose alternate**.



- Once that is complete, select the **Back** arrow at the top to return to the course request page. This will bring you back to the main screen and show you all courses requested and alternates. Double check your Required, Requested, and Alternate selections and then select the **print** button at the bottom of this page.



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Scheduling 101

To ensure that NFHS is able to properly staff and schedule students for the 2026-2027 school year, students and families need to review their schedules in detail during the elective selection and course waiver window. Students should consider their extracurricular involvement, balance of schedule, as well as the specific courses that they are requesting.

Early January 2026

- Core academic teachers will complete recommendations for students. Teachers spend significant time considering work ethic, grades, and scores. We encourage students and parents to consider these recommendations and reach out to teachers with questions.

January 22, 2026- January 30, 2026

- Students will complete the online elective portal and any course waiver requests (for courses they were not recommended for) during the open portal window.

February 2026

- Counselors will meet one on one with every current NFHS student through English classes at North Forsyth High School. Current NFHS students may reach out to their individual counselor to schedule an appointment, if they do not have an English class on campus.

March 2, 2026- March 6, 2026

- The portal will open for View Only for students to view their course requests and ensure that all waivers and application based classes have been processed correctly. **After this point, schedule corrections will only be considered if it meets one of the schedule correction criteria. Change Requests will no longer be considered.**

August 2026

- Following the release of schedule in the summer, students will only be able to request a schedule correction for the reasons below. Following the end of the schedule correction window, schedule corrections will no longer be considered.

All students should carefully consider their course selections in the spring, as NFHS will only allow schedule corrections before the school year starts for the following reasons:

  - The student has already earned credit in the course.
  - The student has not met the course prerequisites.
  - The student needs a specific class to complete a pathway.
  - The student has a dual enrollment conflict.
  - A Senior needs a specific class to graduate.
  - Administrative balancing of classes.
- All other requests will be denied. If a student waives into a class during the waiver process, **they will not be eligible to waive back out**. Department chairs and counselors will review all waiver requests.

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Self-Pay Courses

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