



CEDAR SPRINGS PUBLIC SCHOOLS

Cedar Springs High School

Excellence & Innovation

2026-2027 CLASS REGISTRATION

HS COUNSELING WEBSITE

1. Use Clever to log into Naviance and make sure your career goals are correct.
2. Go to highschool.csredhawks.org
3. Select the Counseling tab and click "[Academic](#)" from the drop-down menu
4. Click on the "Curriculum Guide" link to find course descriptions, grade levels are permitted to take a course, and any prerequisites (classes that you have to take BEFORE you take a certain class).

TO SCHEDULE YOUR CLASSES

Log on to [PowerSchool](#) to begin scheduling, select "Class Registration." NOTE - Even though you will submit a full schedule today, you may log back into PowerSchool to make changes until **February 20**. After that date, the scheduling system will be closed and you will not be able to make any changes to your course requests moving forward unless something is wrong with your schedule.

- You will need to select **6.0 credits** in order to submit your registration (see bottom where it says "6.0 required / 6.0 requested")
 - **You MUST choose "Alternates"** (at the bottom). **These CANNOT be the same as any other classes you have chosen.** These are classes that you will take in the event that other classes you chose do not end up running or are full. These classes do not count toward your 6.0 credits at the bottom of the page.
- Typical Core Selections
 - English classes: Use your course progression checklist to determine your English course. Your English teacher may have provided a recommendation for your next year's English course.
 - Math classes: Use your course progression checklist to determine your math course. Your math teacher may have provided a recommendation for your next year's math course.
 - World Language classes: Teacher Recommends IF you took the first year AND got a C- or better; if you haven't taken any WL yet, choose the WL that you would like to take.
 - Remember that the requirement is TWO YEARS of the same WL OR
 - ONE YEAR of WL + an additional VPA credit OR
 - ONE YEAR of WL + a KCTC program credit
- Social Studies:
 - 10th graders typically take Economics/AP Macro and Government
 - 11th graders typically take US History or AP US History
 - AP Government A/B is now available for 11th or 12th graders
 - AP Social Studies courses MUST meet prerequisites (B or better in previous social studies course OR C or better in previous AP social studies course)
- Science:
 - 10th graders typically take Biology
 - 11th graders typically take General Chemistry OR Physics

Be sure to check Ag Pathway progression if you are on the Ag Pathway



- If you have failed a Michigan Merit Curriculum class (required-to-graduate), **YOU NEED TO REGISTER FOR IT.**
 - Example: Algebra I A is a class that you must pass in order to graduate from high school. If you have failed it, you need to take it again.
 - See the Curriculum Guide for a listing of all the MMC classes
- **Early Middle College:** Choose your grade level's "EMC Concurrent Enrollment A and B" under Electives. If you are currently an EMC Junior, select EMC Concurrent Enrollment 12, and complete your schedule. Mrs. Kooi will remove the math and English courses selected and connect with you to finalize your schedule.
- **Dual Enrollment: Paperwork for DE is due May 1st.** [Schedule an appointment with your counselor](#) to determine eligibility and to have Dual Enrollment placed in your schedule. SOAR Sessions/Lunch Meetings with more information will be held in March as well.
- **KCTC:** Choose the correct session. Read the prerequisite note for 3rd session carefully: you will be required to take an online course. **You may be eligible for a waiver for the online class if you have enough credits.**
- **Online courses:** You must complete an [online course application](#) if you plan to take an online course. **Applications for online courses are due by May 1.**
- **Independent Study** applications are **due May 1.** The application is attached to the scheduling email.
 - **Yearbook:** You **MUST** complete a [Yearbook Application](#) (Due March 21, along with Teacher Recommendation Forms). Yearbook Application [Printable Teacher Recommendation Forms](#)
- **Other Applications:** The 'Academic' page has applications for PE Waivers, World Language Waivers, Online Course Applications, KCTC information, and the Work-Based Learning Interest Survey.

SCHEDULE CHANGE POLICY

The master schedule for each academic year is built based on student course requests informed by your Educational Development Plan (EDP).

These EDPs are developed in Naviance or your Launch Plan during CCLR lessons and reviewed during your scheduling session. Teachers, textbooks, and classroom assignments are determined by these requests. Finalized Schedules: Once the school year begins and students are placed in a course, schedules are considered final.

Students cannot request specific teachers, class periods, or lunch assignments.

Changes to your EDP typically take effect during scheduling for the following school year. It is essential to select all courses, including alternates, thoughtfully and deliberately. Important Deadlines Requests for **online courses, independent study, work-based learning, or dual enrollment** must be submitted by: **May 1** for the upcoming school year and **December 1st** for second-semester courses

Schedule Change Exceptions: Schedule changes are only considered in the following cases:

- Incomplete schedules
- Duplicate classes
- Errors impacting timely graduation
- Placement adjustments for KCTC, Dual Enrollment, or Work-Based Learning Schedule Change Process

All schedule-change requests must be submitted using the Schedule Change Request Google Form. Requests submitted via email, voicemail, or other methods will not be processed. Schedule changes must be requested by the third day of the semester for semester-long courses and require parent/guardian permission. Students should review their course selections carefully and consult with their counselor if guidance is needed.