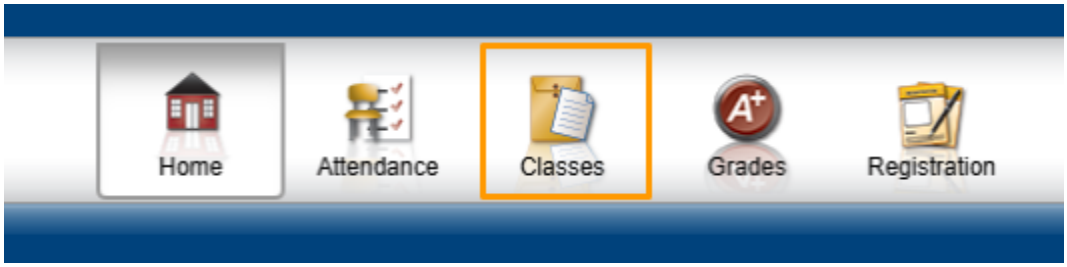
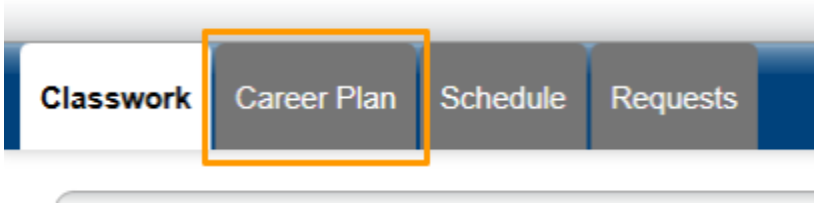
Career Plan Process for Students

1. Sign into your Home Access Center (HAC) account.
2. Click on **Classes** in the top navigation menu.



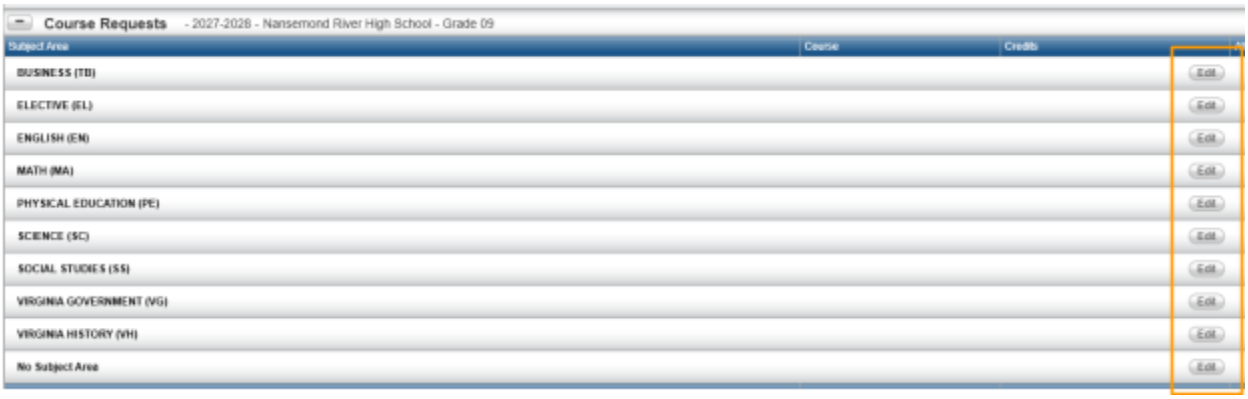
3. Click on the **Career Plan** tab on the Classes page.



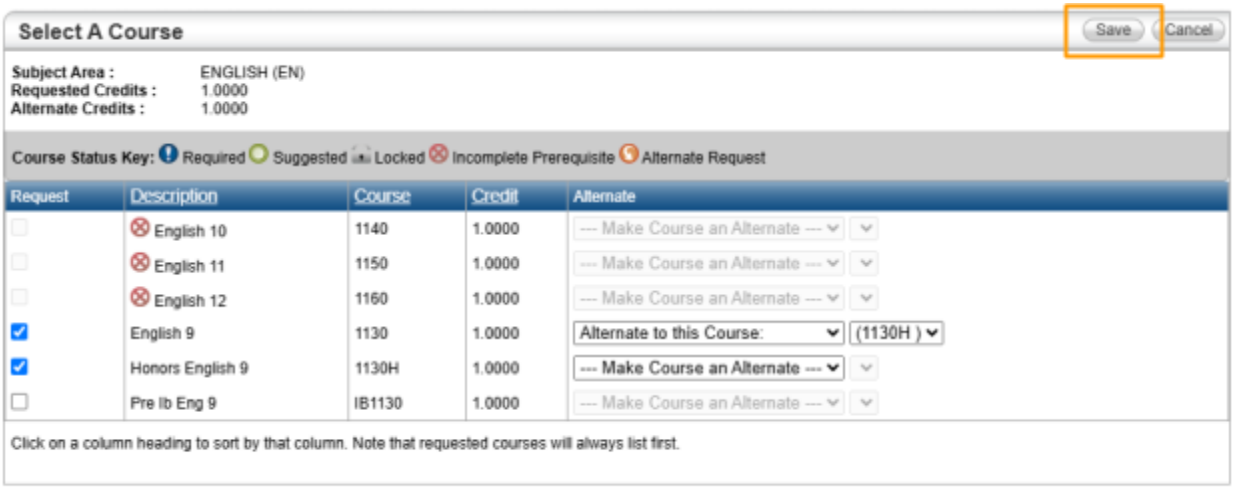
4. On the Career Plan tab click on the next year grade.



5. Click the **Edit** button the the right of a subject area to select courses in the specific Subject Areas.



6. In a Subject Area select courses you want to take next year. You can also select alternate courses. In the example below the person has selected that they want to take Honors English 9 and that they would consider taking English 9 as an alternate to the Honors English 9 course.



7. Remember to click the **Save** button in each Subject Area once you are satisfied with your selections.