

## 7th Grade Class Request Instructions

1. Fill out your yellow class Registration Worksheet.
2. Log onto Skyward in STUDENT ACCESS to register for chosen classes and follow the 1,2,3,4,5 steps below. Don't forget to print. There is no save button.
3. Return your class Registration Worksheet **with the print out** on Registration Night and use the FASTPASS line.

The screenshot displays the Skyward Student Access interface. At the top left is the Skyward logo and 'Student Access' text. A navigation menu on the left includes links for Home, Calendar, Gradebook, Attendance, Student Info, **Schedule**, Test Scores, Graduation Requirements, Academic History, Portfolio, and Login History. The main content area shows 'View Requests for 2015-2016 in AMERICAN FORK JR. HIGH SCHOOL'. It features a 'Request Courses' link and a 'Request Alternates' link. Below these are two columns: 'Available Courses for 2015-2016' and 'Selected Courses'. The 'Available Courses' list includes ART HONORS, 3D DESIGN 1, CERAMICS 1, and various JAZZ BAND and SYMPHONIC BAND options. The 'Selected Courses' list includes ACAPELLA CHOIR, FASHION STRATEGY (CTE), ENGLISH 9, SECONDARY MATH I H, PE SKILLS, and PEER LEADERS. A 'Total Requests/Scheduled: 11' and 'Total Credits: 5.500' summary is shown. Five numbered callouts (1-5) are overlaid on the image to indicate key steps: 1 points to the 'Schedule' menu item; 2 points to the 'Course Requests now open' notification; 3 points to the 'Request Courses' link; 4 points to the 'Add Course >' button; and 5 points to the globe icon in the top right corner.

### Make sure you sign up for 8 credits!

- Band and Orchestra Teachers will be available the nights of registration to answer questions and approve classes.
- There are fees associated with classes. Your student's fees should be approximately between \$75 to \$90 that will need to be paid starting in July.