

HIGH SCHOOL ONLINE COURSE REGISTRATION

What? 2020-21 Online Course Registration

Where? Infinite Campus Portal:

Student accounts: <u>https://campus.rsdmo.org/campus/portal/students/rockwood.jsp</u> **Parent accounts:** <u>https://campus.rsdmo.org/campus/portal/parents/rockwood.jsp</u>

When? January 17, 2020 @ 7:00 AM through January 27, 2020 @ 4:00 PM Needed Items: Course Selection Sheet, Campus Portal Account (student or parent)

Rules for Course Selection

Courses automatically save as they are selected.

Select <u>core</u> classes first, then select <u>zero hour</u> courses.

Select 14 courses and 4 alternate courses.

Students electing to take zero hour will have 15 or 16 courses and 4 alternate courses.

Log On

Log on to Portal account with a valid User Name and Password.

Student: User Name is student's first initial of first name, entire last name and last three digits of student number.

Parent: Log on and select the student for whom courses are being selected.

🛢 Student 🔻	More	
Today	Address Information	>
Weekly Overview		
Assignments	Behavior	>
Grades	Course Registration	>
Grade Book Updates	Demographics	>
Attendance	Demographics	
Schedule	Family Information	>
Reports	Health	>
Academic Plan		_
Responsive Schedule	Lockers	>
Discussions	Meal Benefits	>
Message Center	Transportation	>
More		-

< Back	
Not started	Units: 0/72
Course Requests	
No course requests.	
Add Course	

Request Courses

- 1. Click the Add Course button. A list of courses available for selection displays.
- 2. Begin typing the name of the course in the Search field. Matching results display below the search field.
- 3. Select the desired Course. Information about that course (how many units and a description of the course) displays.
- Add the course by clicking Add Request. Or, click the Add Alternate button. This adds the course as an alternate course in case you cannot be scheduled into other courses.
- 5. Return to the Add Course screen by clicking Back.

Repeat these steps until you have a complete or near complete schedule.

For a faster way to request courses:

- 1. Search for the course.
- 2. Click the blue plus sign on the left.
- 3. In the popup message that displays, select Request, Alternate or Cancel.

< Back			
33% c	omplete	Units: 24/7	./72
Add 0	Course		
pai			
ACTION	COURSE NAME	UNITS	
+	Computer Maint & Repair I 9645	2	>
+	Draw & Painting II-III (Block) 7710	4	> Add Course ×
+	Draw & Painting Seminar 7846	2	>
			Would you like to add this course as a Request or an Alternate?
			Draw & Painting Seminar 7846
			Request Alternate Cancel

Review Course Requests

When finished requesting courses, review the requests you have made and make adjustments as needed.

If you are satisfied with your requests, click the Print button. This generates a PDF of your required and requested courses.

3% complete	Un	its: 24/72				
ourse Requests			Student, Tiffany Student Number: 6600			
XURSE NAME	UNITS		Grade: 11			
REQ	URED					
dvisory	4	5	Requested Courses:			
SEO (Sem 1)	2	>	0000 Advisory 4010 Algebra II 1 4011 Algebra II 2			
panish Immersion 11 I 54	2	>				
panish Immersion 11 II 55	2	>	1844 AP English 11 I 1845 AP English 11 II			
odern Chemistry os	2		2800 AP U.S. History I 3701 Modern Chemistry			
inciples of Chemistry	2		3705 Principles of Chemistry 0091 PSEO (Sem 1) 8054 Spanish Immersion 11 I 8055 Spanish Immersion 11 II			
igebra II 1 fo	2	>				
igebra II 2	2					
	(115)		Alternate Courses:			
P English 11 I	2		0940 A School Study			
P English 11 II 45	2	2	3741 AP Chemistry			
P U.S. History I 00	2	2	Courses with program priority displayed in bold.			
. (AUD	MATES					
School Study	2					
P Chemistry	2	5	Parent/Guardian Signature	Date		