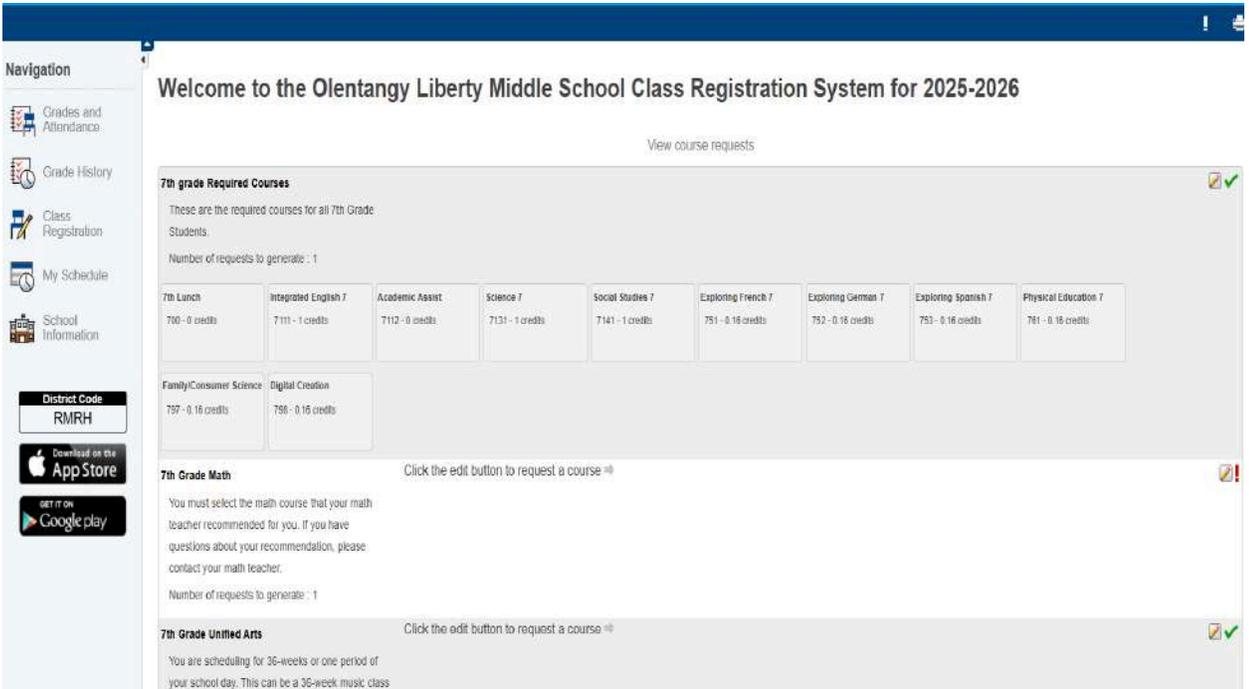


Step Sheet for Submitting Course Requests in PowerSchool

Request must be entered into PowerSchool by
January 31, 2025

1. Log into myOLSD
2. Go to PowerSchool
3. Go to Class Registration
4. Put in all of your course requests. Use your scheduling sheet as a guide.
5. Click **SUBMIT** at the bottom right hand corner! If you **DON'T** hit submit it will not save your selections!
6. You should see all of your courses listed after you hit the submit button!

Step 3



The screenshot shows the PowerSchool interface for the Olenangy Liberty Middle School Class Registration System for 2025-2026. The left navigation menu includes options for Grades and Attendance, Grade History, Class Registration (highlighted with a red arrow), My Schedule, and School Information. Below the navigation menu are buttons for District Code (RMRH), App Store, and Google Play. The main content area displays the '7th grade Required Courses' section, which lists various courses and their credit values. Below this, there are sections for '7th Grade Math' and '7th Grade United Arts', each with instructions and a 'Click the edit button to request a course' link.

7th Lunch	Integrated English 7	Academic Assist	Science 7	Social Studies 7	Exploring French 7	Exploring German 7	Exploring Spanish 7	Physical Education 7
706 - 0 credits	7111 - 1 credits	7112 - 0 credits	7131 - 1 credits	7141 - 1 credits	751 - 0.16 credits	752 - 0.16 credits	753 - 0.16 credits	761 - 0.16 credits

Family/Consumer Science: Digital Creation
797 - 0.16 credits 798 - 0.16 credits