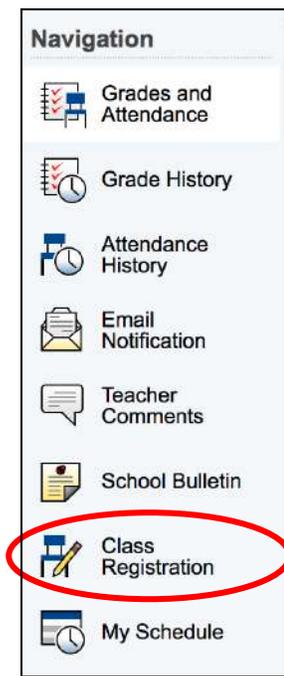


GHS Online Course Selection Directions

Have your course selection sheet ready and be aware of the 30-minute timeout.



Class Registration Open Dates:

Current Grades 9-11: April 2-9

Current Grade 8: May 3-10

1. Open PowerSchool using any browser: <https://sms.sau19.org>

Note: You cannot use the PowerSchool App for course selection.

2. Enter your school network username and password.

3. Click on the Class Registration icon.

4. Click on the pencil icon  for each section to enter your requests from your worksheet and then click Okay.

- Courses are listed alphabetically for each section.
- Pay attention to the Prerequisite Notes to make sure you qualify to take ALL courses you are requesting.

- Teacher Recommendations will appear by courses that were submitted by your teachers.
- When you complete each section, a green checkmark will appear.



Elective Sections

- Move through the alpha course lists using the page links at the bottom of each window:



- Current Grades 10 & 11 have the option of selecting MST Program I/II/III Electives.
- **DO NOT REPEAT COURSES** under *Alternate Electives*. Select additional electives in the event that you do not receive your first choices.
- If you are not requesting either year-long or semester electives for one or more of the sections, select the following codes from the alpha course lists to bypass that section:

NOYR – not requesting year-long electives

NOSEM – not requesting semester electives

- Complete ALL sections, until you have all green checkmarks.
 - Current Grade 9: Health is already selected as a required course
 - Current Grades 10 & 11: MST is optional, skip if you are not requesting MST
 - All Grades: Skip Additional Requests

5. When you are finished and have all green checkmarks, click **Submit at the very bottom of the screen**.

- If you receive an error message, click the Back button and fix the section(s) in error.
- Remember you cannot leave any sections blank, select NOYR and NOSEM as needed.
- The last screen will confirm your selections, which can be printed if desired.
- If you have made an error, click Class Registration again and make your change(s).

6. Current Grades 9-11 Counselor Review Meetings:

Once you have completed your online course request, you should schedule an academic advising appointment in Office 365 by visiting:

<https://outlook.office365.com/owa/calendar/GHSSchoolCounseling1@sau19.org/bookings/>