



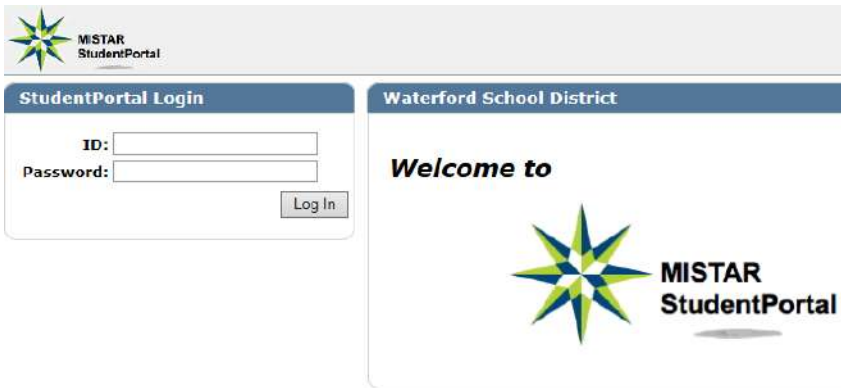
# Student Connect

Course Requests

## Course Request Entry

1. Navigate your browser to the following URL:

<https://mistar.oakland.k12.mi.us/waterford/studentportal>

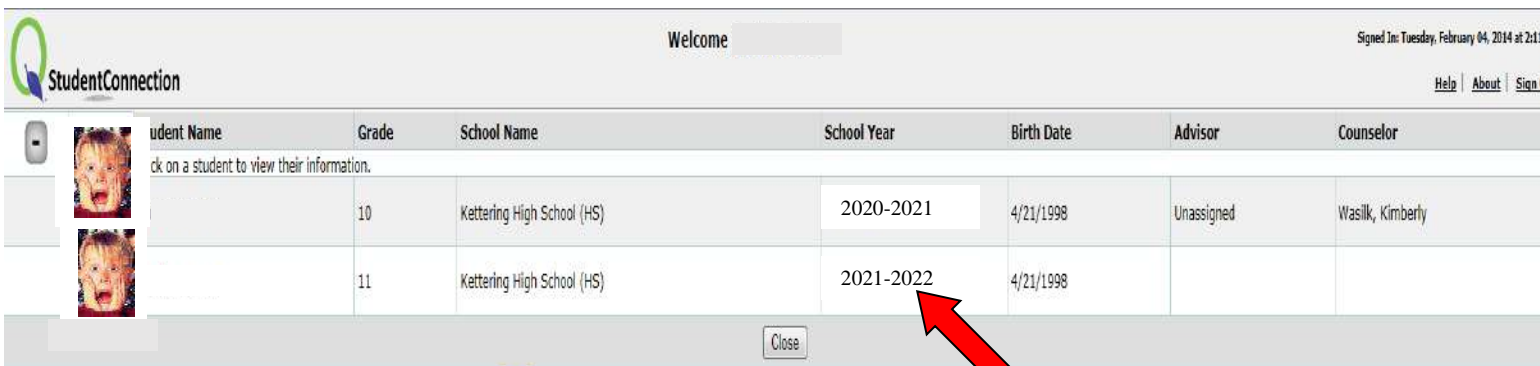


The login form is titled "MISTAR StudentPortal" and "Waterford School District". It includes a "StudentPortal Login" section with fields for "ID:" and "Password:", and a "Log In" button. A "Welcome to" message is displayed with the MISTAR logo and "MISTAR StudentPortal" text.

\*\*\* DEFAULT PASSWORD IS  
YOUR BIRTHDAY "MMDDYY"

2. Enter the **ID#** and **PASSWORD** provided by your school (case sensitive), and click Log In.

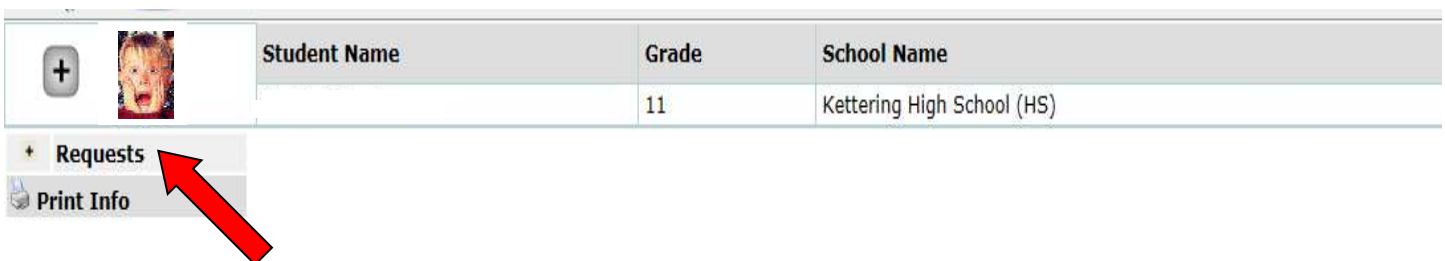
3. Select your name on the **2021-2022** school year.



The interface shows a "StudentConnection" header with a "Welcome" message and a "Signed In" timestamp. Below is a table with columns: Student Name, Grade, School Name, School Year, Birth Date, Advisor, and Counselor. A red arrow points to the "2021-2022" school year in the table.

Student Name	Grade	School Name	School Year	Birth Date	Advisor	Counselor
Click on a student to view their information.	10	Kettering High School (HS)	2020-2021	4/21/1998	Unassigned	Wasilk, Kimberly
	11	Kettering High School (HS)	2021-2022	4/21/1998		

4. Select **Requests** from the left-side navigation pane



The left-side navigation pane shows a "+" icon, a student profile picture, and a "Requests" button. A red arrow points to the "Requests" button. Below the navigation pane is a table with columns: Student Name, Grade, and School Name.

Student Name	Grade	School Name
	11	Kettering High School (HS)




# Student Connect

## Course Requests



### 5. Select Add / Edit Requests from the right-side navigation pane

School Name	School Year	Birth Date	Advisor	Counselor
Kettering High School (HS)	2021-2022	4/21/1998		

 [Add/Edit Requests](#)

Course	Credits	Alternate For
No Data Available		

### 6. To add course requests

- Click to highlight the desired course in the available courses selection screen (listed in course number order) and click **Add Selected Class**. Please make sure to select both A & B for yearlong courses. Classes should total no more than 7.0 credits.
- The selected course will be visible at the top of the screen when selected.

SubmitResetCancel

Course

To

Add Selected Class

Course Code	Course Description
HAL1011	Student Mentor
HAL1071A	Fire Academy A
HAL1071B	Fire Academy B
HBT1001A	Accounting I A
HBT1001B	Accounting I B
HBT1021	Advanced Accounting
HBT1021	Building Wealth

Accounting I A (0.5000 Credits)  
Course Description Not Available



# Student Connect

## Course Requests

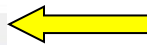
- As you begin to select your classes your screen will look as follows:



"No Alternates" for Core Classes

Course	Credits	Alternate For
<input checked="" type="checkbox"/> United States History-A	0.5000	
<input checked="" type="checkbox"/> United States History-B	0.5000	
<input checked="" type="checkbox"/> Earth Science-A	0.5000	
<input checked="" type="checkbox"/> Earth Science-B	0.5000	
<input checked="" type="checkbox"/> Language Arts II-A	0.5000	
<input checked="" type="checkbox"/> Language Arts II-B	0.5000	
<input checked="" type="checkbox"/> Algebra I-A	0.5000	
<input checked="" type="checkbox"/> Algebra I-B	0.5000	
<input checked="" type="checkbox"/> History of Pop and Rock I	0.5000	
Total Credits Requested: 4.5000		

Only choose "Alternate For" for your **Elective Courses** and not for your Core Courses (ex: *LA, Math, Science and History*).



"Yes Alternate" Elective Class

- Only select "**Alternates For**" in your elective classes not core classes.
- Student courses requests listed with an "X" next to the selection can be removed from your course selection screen by clicking the "X" button.



Submit Reset Cancel Updates Pending

- When finished, click Submit. Remember any changes can still be made after hitting submit until **Friday, March 26<sup>th</sup> at midnight.**

**\*\*\*Please remember that you only select Alternate Class options for your elective classes.**