

PowerSchool Course Registration Directions

All students will be registering for next year's courses online. The Student Registration Portal Opens: February 13 (3PM) and will remain open until the end of the day on February 24. **[Note:** The course selection option is not available during school hours.]

The following will help you navigate the webpage to sign up for your courses.

STEP 1: Login to your PowerSchool account using your username and password. In case you don't have the website address saved on your computer, it is: <https://powerschool.rsd13.org> (note: no "www") To view Cuginchaug's Program of Studies booklet, go to the website <http://crhs.rsd13ct.org/>, select Guidance and the Program of Studies 2017-2018.

STEP 2: On the left side-bar, locate and click on **Class Registration**. A set of course selection boxes should appear. [If, for some reason, you don't see the course selection boxes, click on another option on the side, like Grade History, and then come back to Class Registration.]



STEP 3: Using your course selection worksheet as a guide, you will now select the courses that fulfill your schedule requirements for the coming academic year. Here are some things to keep in mind:

- If a category says "Required" (e.g. Health/PE, English, etc.), then you must sign up for at least the minimum number of courses in that category.
- World languages are not marked as Required, but it is highly recommended that all students consider taking at least one world language. Your counselor or teacher should have discussed this with you.
- Some courses, such as Show Choir and Jazz Band, are audition-based and cannot be selected on-line.
- You must select enough elective courses to ensure that you are carrying a minimum of 7 credits. You will not be allowed to complete and save your registration if you sign up for less than 7 credits.
- You must select 3 alternative elective courses, in case you do not get all of the original electives you chose.
- Pay attention to course requirements. In some cases you will need to sign up for the course that your current teacher has recommended for you (this will be denoted by the teacher's name).

- If you run into problems, report this to your guidance counselor the next day.

MAKING YOUR COURSE SELECTIONS

- ☐ Click the pencil icon in each Course Group (e.g. math).

Grade 10 Math (Required)

Click the edit button to request a course



All students entering Grade 10 must take a full credit of math. A minimum of three credits of math are required for graduation; most students take four years of math. Select one course based on the recommendation of your current math teacher.

- ☐ Select the check box(es) that represents your course(s).

Grade 10 Math (Required)

All students entering Grade 10 must take a full credit of math. A minimum of three credits of math are required for graduation; most students take four years of math. Select one course based on the recommendation of your current math teacher.

<input checked="" type="checkbox"/>	Course Name	Number	Credits	Prerequisite Note	Alerts
<input type="checkbox"/>	ALGEBRA II-A	331	1		Recommended Diane Walsh

- ☐ Click the “Okay” button in the lower right corner when you are done.



- Continue selecting your other courses.

STEP 4: When you are finished selecting your courses from all of the Course Groups, you should see Green Check Marks (instead of RED Exclamation Points) to the right of the pencil icons. This indicates that you have successfully completed each Course Group. **To complete your registration, be certain to click the SUBMIT button on the lower right hand corner of the registration screen.**

STUDENTS should direct any questions about the scheduling process, graduation requirements and course recommendations to their counselors or teachers.

Please take the time to choose courses that are the best match for you. Take into account your interests, your abilities and your goals. Gather information from your teachers, counselor, and parents as you build your academic program for next year.