

2020-21 Power School Course Registration Directions



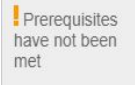



All students will be registering for next year's courses online.



The Student Registration Portal Opens on May 11th, 2020 and will remain open until the end of the day on May 17th. The following will help you navigate the web page to sign up for your courses.


STEP 1: Login to your PowerSchool account using your username and password at <https://derby.powerschool.com/public/>

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 left side-bar, like Grade History, and then come back to ***Class Registration***.

STEP 3: You will now select your courses for the 2020-21 academic year. Here is how you select your courses:

- If a subject category is “required” (i.e. *English, Math, Science, Social Studies*) it is designated by a  on the right of the screen. This indicates that you MUST sign-up for, at least, the minimum number of courses in that subject category. To do this, click on the  button to the right. This will bring up the available courses within that subject category.
- You may not be able to select certain courses, if you have not met the prerequisites; this is indicated by  in the “Alerts” column.
- To select a course, click the checkbox in the left-hand column. On the bottom of this screen, you can determine how many courses you must select within the current subject category. When a  appears at the bottom of the screen, you may select  to continue and move to the next subject category. Once you have selected the appropriate number of courses within a subject category, a  will appear next to each category on the main ***Class Registration*** page

<p>English</p> <p>REMINDER: You must take 4 credits in English to graduate from DHS. For example, if you did not pass English III, you must select English III AND English IV. If you do not see your course listed, please contact your School Counselor.</p> <p>Number of requests to generate : 1</p>	<p>English III (CP)</p> <p>3132 - 1 credits</p> <p>Course #3132 This course</p>	 
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- Please remember, you must also select enough “*Electives*” (i.e. *English Electives, Science Electives, Social Studies Electives, or general fine/practical arts Electives*) to ensure that you are taking a full course load.
- Once a  appears at the bottom of the main **Class Registration** page, you are ready to submit your course requests.

Requires between 5 and 9 credit hours.	
Requesting 5 credit hours.	
Requesting 0 additional credit hours.	

Please also keep in mind:

- *World Language* is not marked as “*required,*” but it is strongly recommended that all students consider taking at least three (3) years of the same *World Language* during their high school career.
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 - 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). • Select the check box(es) that represents your course(s).
 - 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.