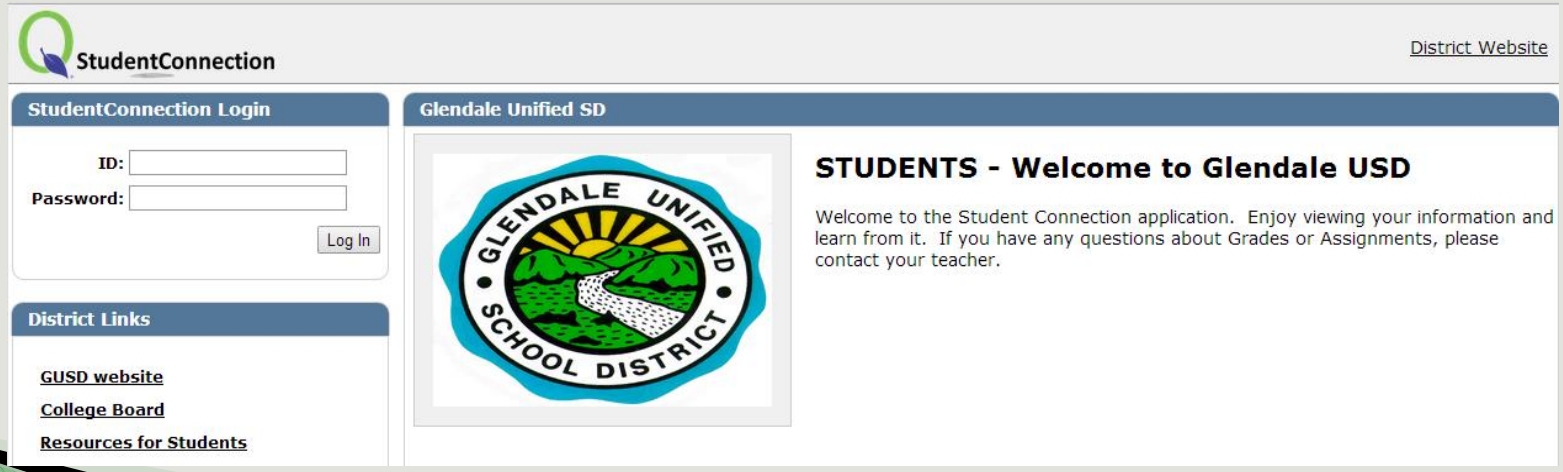
ONLINE COURSE REQUEST DIRECTIONS

Website: Student.gusd.net

Registering for Classes

- Part1
  - Complete 2015-16 grade level planning sheet
- Part2
  - Selecting/requesting courses online
  - Logon to Student.gusd.net

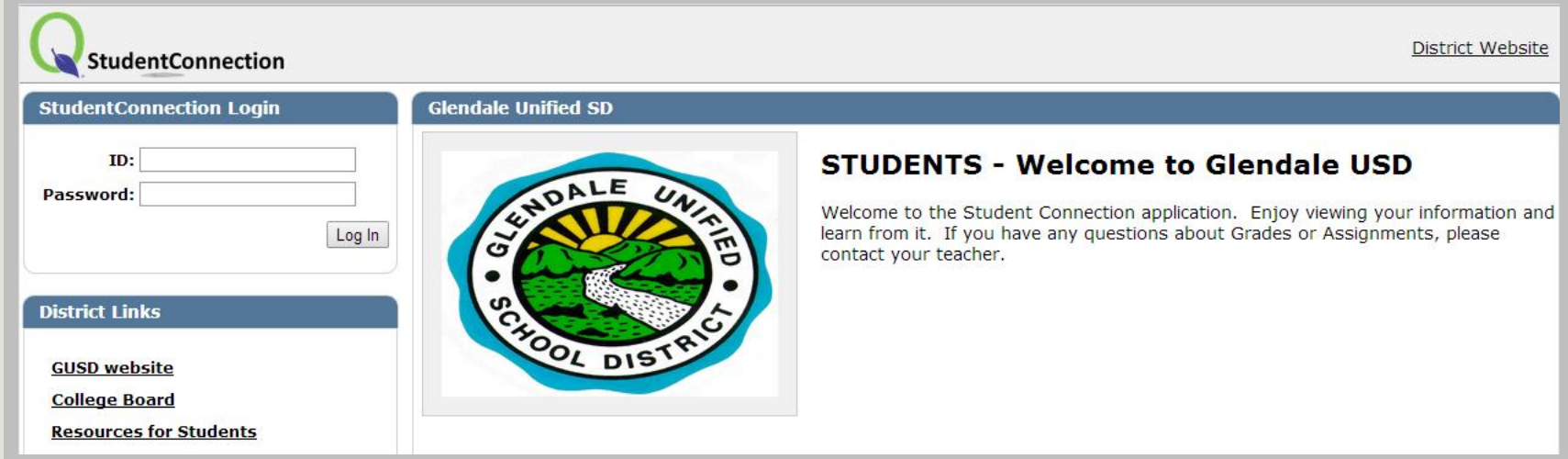


Part 1 – Complete Grade Level Planning Sheet

- Please fill out completely.
- DON'T LEAVE ANY SECTION BLANK!
- Review your choices with your parents
- Consider transcripts and 4 year plans
- HAVE YOUR PARENTS SIGN THE FORM
- Forms must be returned by the last day of the Online Portal access for your grade level
- *If registration packets are not returned, we will pick your classes for you!!!!*

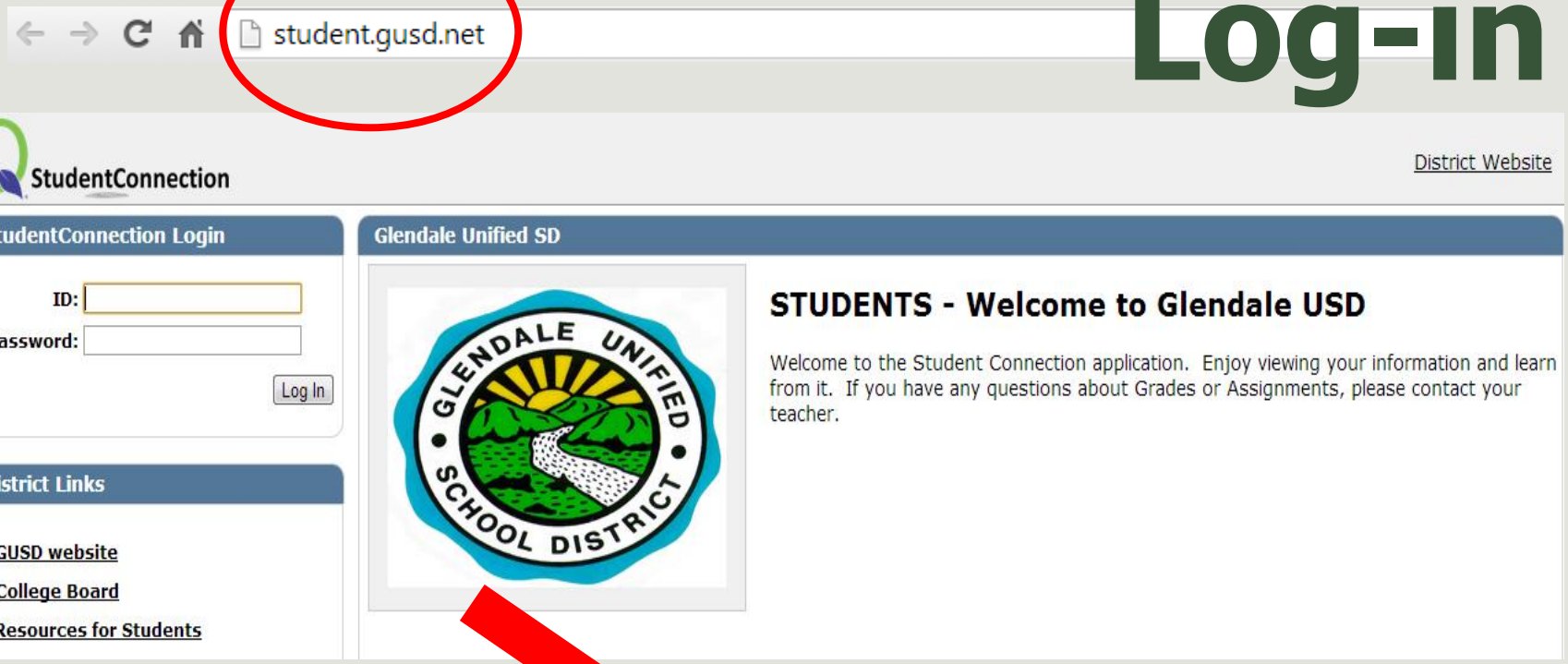
Part 2 – Selecting Courses Online

Q Student Connection Registration Process



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Step 1A: Log-in



Link to Q **STUDENT** Connect:
student.gusd.net (no www)

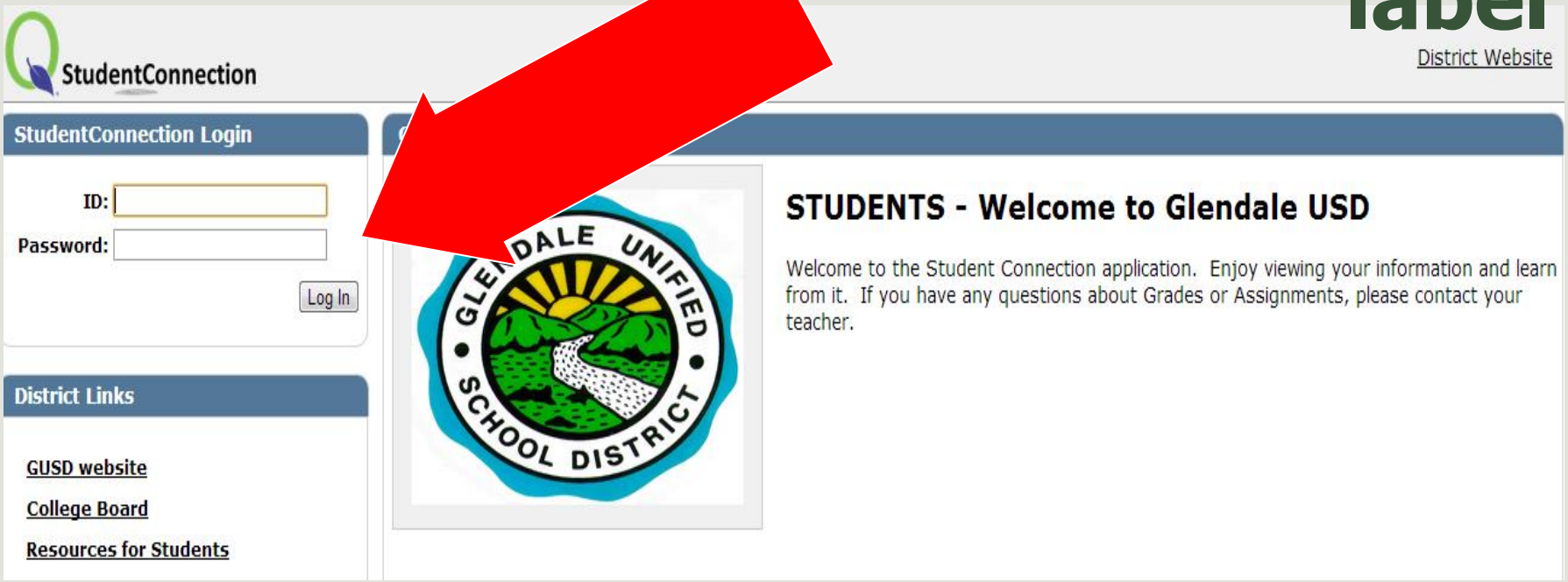
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Step 1B: Log-in

Must log in with student password!

ID: is your 6 digit Student #

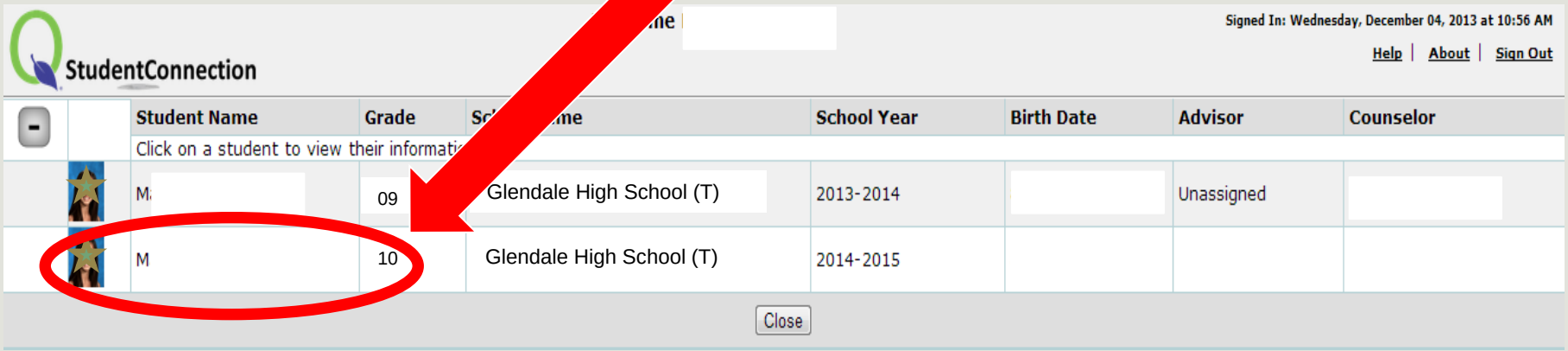
Password is on your label



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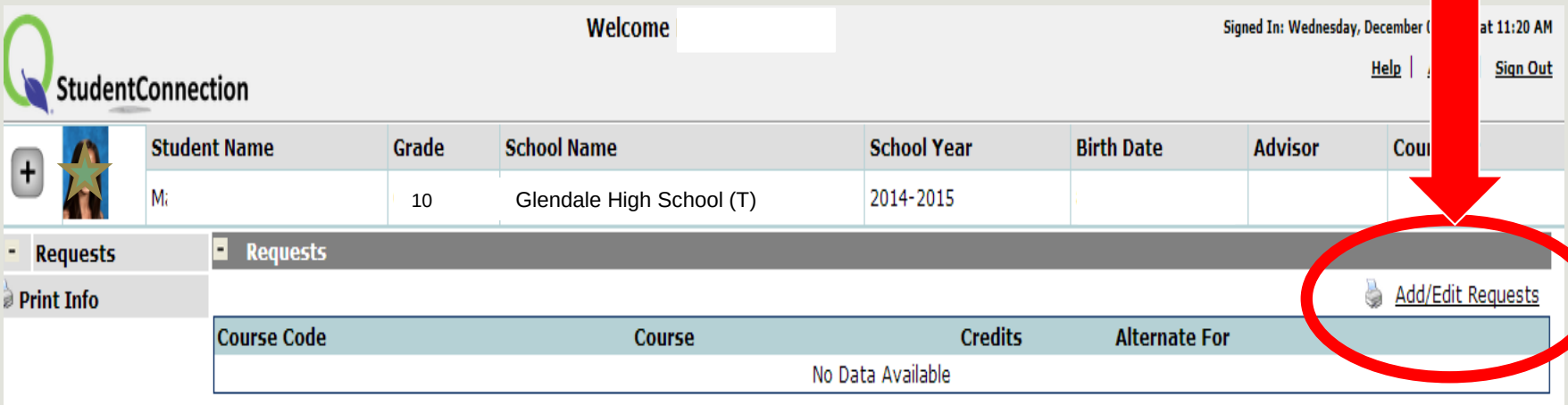
Step 2: "Switch Track" & "Requests"

IMPORTANT NOTE: Before clicking on requests, choose the new school year of the grade you will be in next year.



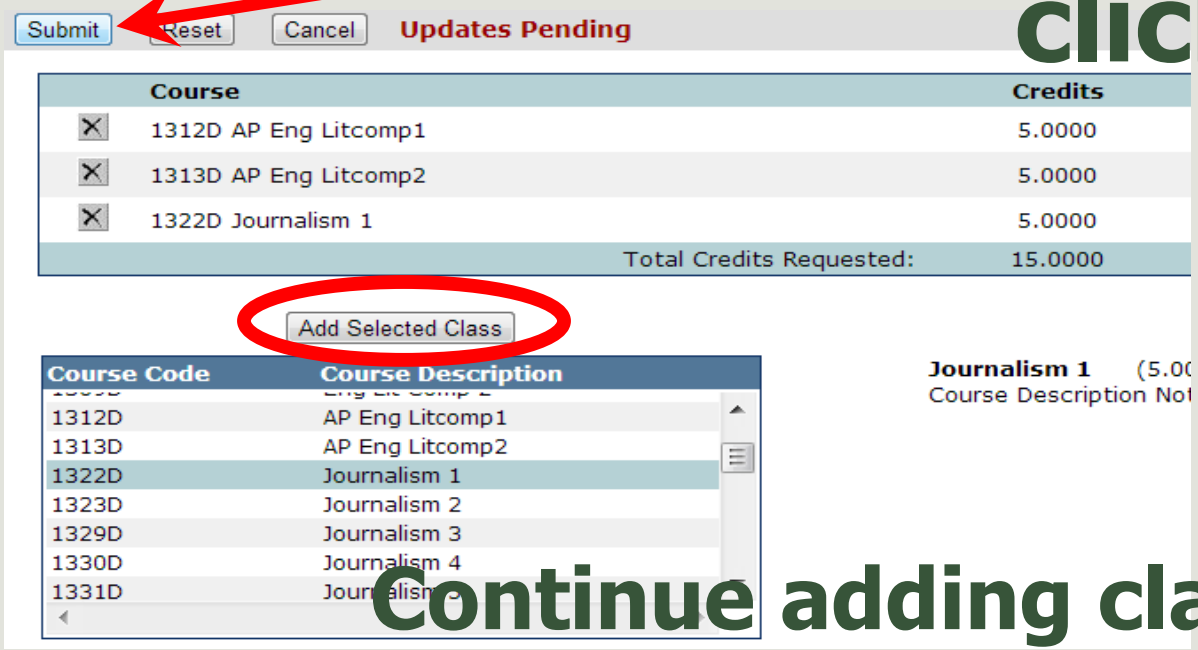
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Step 3: "Add/Edit Requests"



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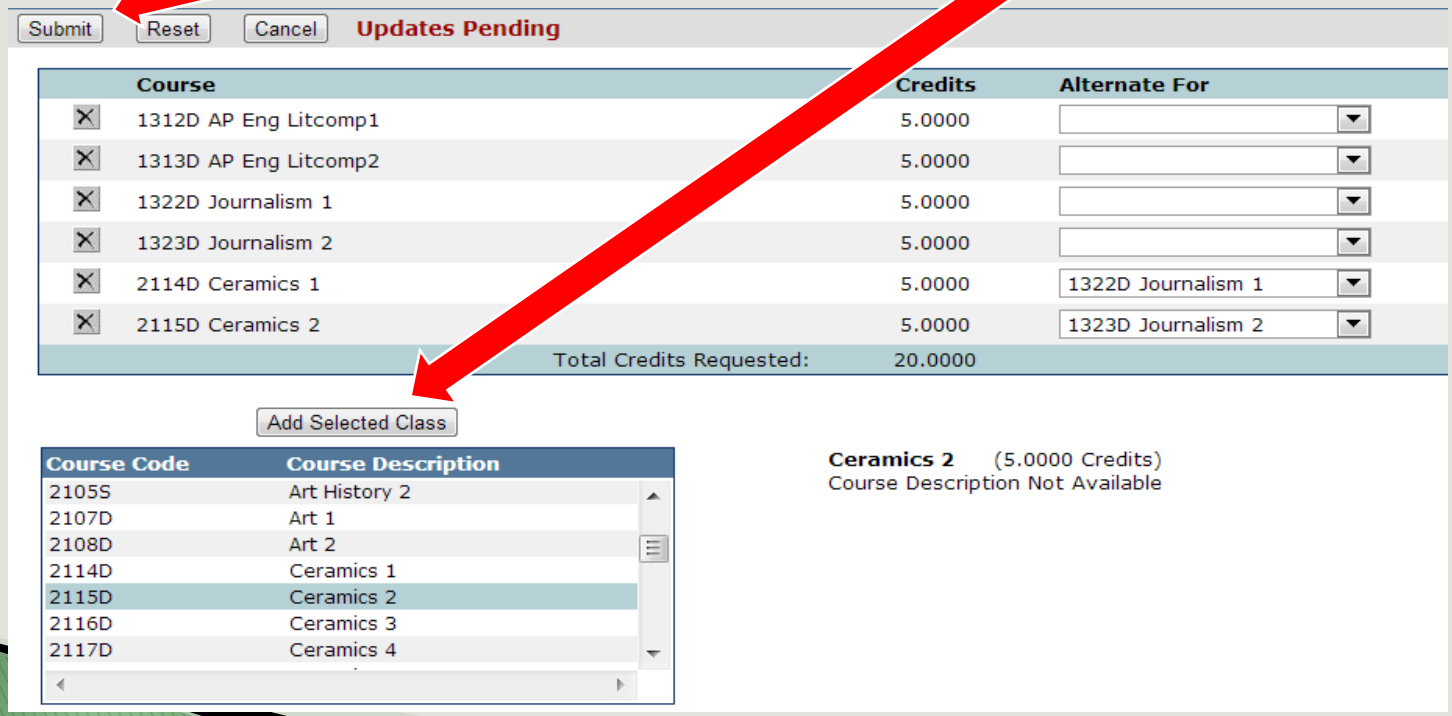
Step 4: "Add Selected Class" from the drop down menu and click SUBMIT



Continue adding classes until you have selected *BOTH* semesters (1-2 or A-B) for each subject.

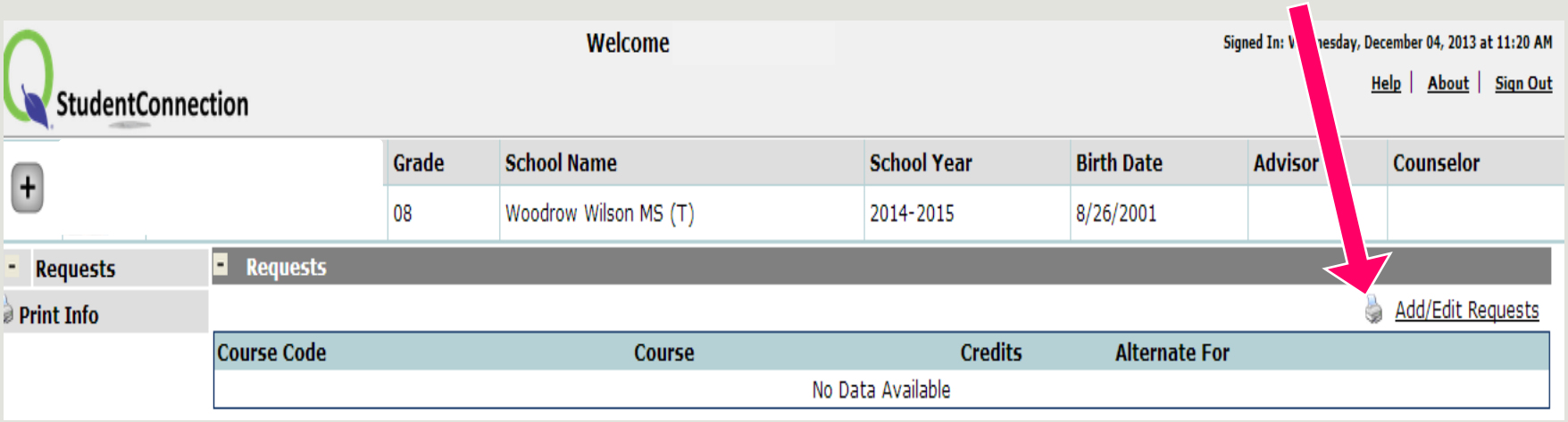
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Step 5: "Add Selected Course"
Step 6: "Submit"



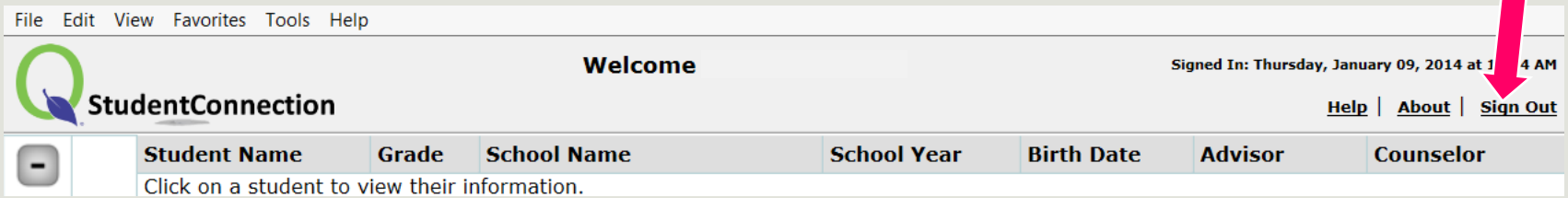
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Step 7: Make sure you have selected 12 semester courses (or 14 w/zero period). You may Print verification sheet if desired



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Step 8: When finished adding classes, click "Sign Out"



Your online registration window begins today and ends in about 1 week. Check the schedule on the website.

Reminders:

- Return all forms and complete online course requests BEFORE you meet with your counselor….come prepared!
- Counselors will be able to adjust courses as needed during individual student conferences.

(Make sure your parents sign all required forms! Return transcript, registration form with next year and 4 year plan completed, and attach AP contracts, and waivers.)

Thanks to Clark counselors for sharing the online portal Powerpoint directions.