

2021-2022 REGISTRATION PROCESS

THE ROLE OF THE **STUDENT** DURING THE REGISTRATION PROCESS:

- Discuss with family members course selections and personal goals,
- Discuss with faculty members and counselors post-high school plans in relationship to course selections,
- Review your five-year plan, including graduation and post-secondary program admission requirements and Career Paths and Clusters.
- Review the contents of the online course guide
- Have an active Infinite Campus Portal account for on-line registration,
- Select required courses, electives and four alternate courses in order of preference,
- Verify that all your graduation requirements are being satisfied

THE ROLE OF THE **PARENT** DURING THE REGISTRATION PROCESS:

- Discuss with the student his or her course selections and personal goals,
- Assist the student in formulating or reviewing his or her five-year plan,
- Review the online curriculum course guide for required credits toward graduation,
- Research information on course selection for post-secondary admission requirements,
- Approach teachers and counselors with academic concerns and questions about course selection,
- Assist with your student's online registration.

THE ROLE OF THE **TEACHER** DURING REGISTRATION:

- Review the contents of the online course guide,
- Review graduation requirements,
- Facilitate on-line access to Infinite Campus for registration,
- Check on student progress in the development of the schedule,
- Assist in prioritizing electives and alternate courses,
- Assure student access to their Infinite Campus portal during Academic Lab.

THE ROLE OF THE **COUNSELOR** DURING THE REGISTRATION PROCESS:

- Review the contents of the online course guide books and registration forms with 8th graders,
- Discuss with students the selection of courses,
- Review each student's transcript and current schedule,
- Discuss students' options for future plans as they relate to high school academics,
- Conference with parents and students to provide information about schedule concerns,
- Meet individually with students to evaluate course selections,
- Work throughout the summer to balance classes and resolve conflicts,
- Verify all graduation requirements are being met.