Student Login Directions

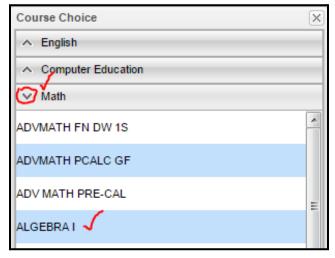
- 1. Obtain a student username and password from your school.
 - **NOTE**: For questions about usernames or passwords, please be sure to work with your school officials.
- 2. Go to the district's Student Progress Center website: "Enter District SPC URL Here"
- 3. Enter your **Username** and **Password**, then click the **Login** button.
- 4. Click on the various tabs such as *Attendance*, *Grades*, *Progress* and *Transcript* to see details about these areas.

Student Entry of Course Requests

- 1. Login with your student **Username** and **Password** as described in the steps above.
- 2. Click on the **Requests** tab on the far right.
- 3. Click in the first blank to begin selecting your requests.



4. A pick list of courses by group will appear. Click on the group name, then select the desired course.



- 5. Repeat entering requested courses until you have the needed number of credits shown at the top of the screen.
- 6. Click "Print Request Form" if a printed form with signatures is needed.