#### Step 1:

Navigate to Middletownschools.org and left click on the PowerSchool Icon:















## **RECENT NEWS**

#### Step 2:

Now select the PowerSchool Parent/Student Portal and login.

# **POWERSCHOOL**

Middletown Public Schools / Departments / Technology Services / PowerSchool

Click the appropriate PowerSchool icon.

PowerSchool
Administrative
Portal







Parent Portal informational brochure

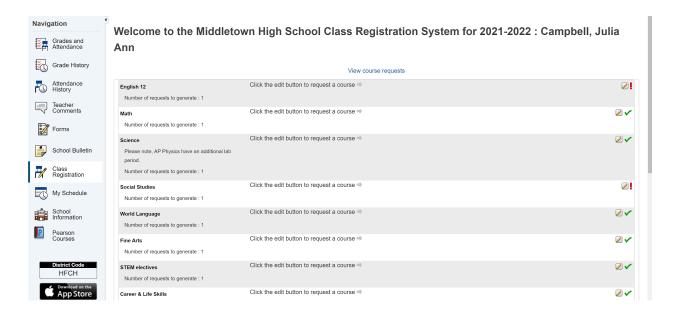
**Step 3:** On the left hand navigation bar, select "Class Registration"



### Step 4:

Notice a welcome screen. Ensure your name is correctly displayed.

At the top are your mandatory courses; English, Math, etc. Your Electives are nearer the bottom.

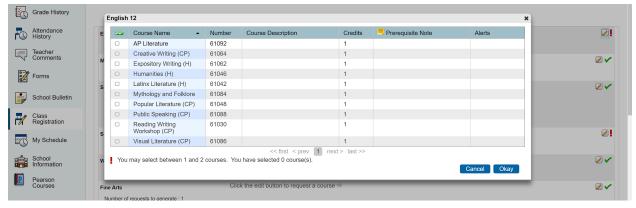


# **Step 5:** To select a course, left click on the pencil icon.



#### Step 6:

Once you select a section, for example English, a menu opens with the course name, credits, and any notes for prerequisites.



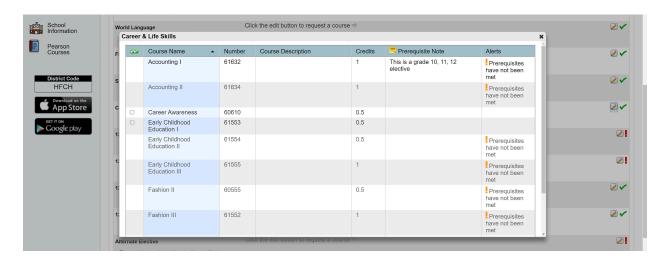
# Step 7:

Once you select the course(s), it shows up on the main screen as below:



#### Step 8:

If a course does not have a checkbox to select it, it means you did not yet meet the prerequisites. For example, you cannot enroll in the second year of DECA (Marketing) until you successfully completed the first year (Retailing).



#### Step 9:

Many menus have multiple pages, so be sure to scroll through all options.



#### F.A.Q.

Where do I go to get my PowerSchool Account? Please email your school counselor See list below

What if I want to take a course and the system isn't letting me? Please email your school counselor See list below

When will I know if I got the courses I want?
We will reach out to students in the spring if their request could not be satisfied.

What do I do if I change my mind after I submit my course selections? Please email your school counselor. See list below

Counselor Name/Email	Grade level(s)	Alpha Split
Hannah Barrett barretth@mpsct.org	9	
Yadiel Rodriguez rodriguezy@mpsct.org	9	Team A
Aisha Mobley Mobleya@mpsct.org	9	Team B
Stephanie Campbell campbells@mpsct.org	10-12	A-De
Jason Boyle boylej@mpsct.org	10-12	Di-La
Kimberly Lane lanek@mpsct.org	10-12	Le-Re
Candace Wade wadec@mpsct.org	10-12	Ri-Z