

**PowerSchool Course Request
Instructions for 9th - 11th Grade
LHS Students
2025-2026**

When you are ready to enter your course requests online, go to the following website: [Longmeadow High School](#) and click on Students>LHS Student Login>PowerSchool Student and Parent Portal.

- At the log-in screen, enter the User ID and Password that you use when you login to a LPS school computer. (If you have problems logging into the Public Portal, please contact your school office or a School Counselor) Click the **Class Registration** icon in the left column.
- **The Class Registration Icon** will appear from Thursday 3/13/2024-Monday, 3/17/2024, therefore you must enter your requests by the end of the day on 3/17/2024.
- To start your course selection, click the pencil icon. You will find menus for each subject area. Select the appropriate course in each box. If your course choice does not have a selection box, please discuss with your School Counselor during your scheduled meeting.
- Be sure to click the **SUBMIT** button, located at the bottom of the page, at regular intervals to save your work. When you click **SUBMIT**, you will be taken back to **View Future Requests**. Simply click the **Class Registration** icon to continue registering. If the system times-out (30 min) before you click **SUBMIT**, your course selections will not be recorded.
- Beginning on March 18, School Counselors will meet with their students during scheduled Wellness/Health blocks to discuss their course requests
- **If necessary, you can adjust your course selections and/or request a course waiver when you meet individually with your counselor.**
- **Think deliberately and choose your courses wisely. Course request cannot be changed after April 4th**