



# Online Registration

It's easier than you think...

# Student Process

Pathway: Log into Campus Portal > Click on Course Registration

The screenshot shows the Infinite Campus student portal for Madison Clark. The user is logged in as 'Madison Clark' and is viewing the '2015 - BHS - REGULAR' page for 'Grade: 10'. The interface includes a navigation menu on the left with options like 'Course Registration: 2016 - BHS - REGULAR', 'Calendar', 'Schedule', 'Attendance', 'Grades', 'To Do List', 'Reports', 'ICS', 'Family', 'Messages', 'User Account', 'Contact Preferences', and 'Access Log'. The main content area displays 'District Notices - 0 messages' and 'School Notices - 0 messages'. A green arrow points from the 'Course Registration: 2016 - BHS - REGULAR' menu item to a text box that says 'What the student sees when they log on.' The Infinite Campus logo is visible in the top right corner.





- Madison
- Course Registration: 2016 - BHS - REGULAR
- Calendar >
- Schedule >
- Attendance >
- Grades >
- To Do List >
- Reports >
- ICS >
- Family
- Messages >
- User Account
- Contact Preferences >
- Access Log >
- Basha High School

### Course Registration

Madison Clark 2016 - BHS - REGULAR [COURSE SEARCH](#) | [PRINT REQUEST SUMMARY](#)

Units: (8/22)

Shows students how many units they need to pick

#### Required Courses

- 220006 ALOEBRA 2 SEM 1
- 220006 ALOEBRA 2 SEM 2
- 280083 ENGLISH 11 SEM 1
- 280084 ENGLISH 11 SEM 2

Required Courses = Assigned by school

#### Requested Courses

#### Alternate Courses



- Madison
- Course Registration: 2016 - BHS - REGULAR
- Calendar >
- Schedule >
- Attendance >
- Grades >
- To Do List >
- Reports >
- ICS >
- Family
- Messages >
- User Account
- Contact Preferences >
- Access Log >
- Basha High School

Course Registration  
Madison Clark 2016 - BHS - REGULAR COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (8/32)

Required Courses
220005 ALGEBRA 2 SEM 1
220006 ALGEBRA 2 SEM 2
290083 ENGLISH 11 SEM 1
290084 ENGLISH 11 SEM 2
Requested Courses
Alternate Courses

Search By:

Course Name

Course Number

Click on Course search and students can enter in course name or number in the designated area





- Madison
- Course Registration: 2016 - BHS - REGULAR
- Calendar >
- Schedule >
- Attendance >
- Grades >
- To Do List >
- Reports >
- ICS >
- Family
- Messages >
- User Account
- Contact Preferences >
- Access Log >
- Basha High School

### Course Registration

Madison Clark 2016 - BHS - REGULAR [COURSE SEARCH](#) | [PRINT REQUEST SUMMARY](#)

- Units: 8/32
- Required Courses
    - 220005 ALGEBRA 2 SEM 1
    - 220006 ALGEBRA 2 SEM 2
    - 290083 ENGLISH 11 SEM 1
    - 290094 ENGLISH 11 SEM 2
  - Requested Courses
  - Alternate Courses

Search By:

Course Name:  *Select a course to view*  
300011 BEG PHOTOGRAPHY  
302011 BEG PHOTOGRAPHY

Course Number:

Student types in desired class and clicks Go

Madison Clark

Welcome Madison Clark [Sign Out](#)

2015 - BHS - REGULAR  
Grade: 10

**Madison**

Course Registration: 2016 - BHS - REGULAR

- Calendar >
- Schedule >
- Attendance >
- Grades >
- To Do List >
- Reports >
- ICS >
- Family
- Messages >
- User Account
- Contact Preferences >
- Access Log >

Basha High School

### Course Registration

Madison Clark 2016 - BHS - REGULAR [COURSE SEARCH](#) | [PRINT REQUEST SUMMARY](#)

Units: 8/32

**Required Courses**

- 220005 ALGEBRA 2 SEM 1
- 220006 ALGEBRA 2 SEM 2
- 250083 ENGLISH 11 SEM 1
- 250084 ENGLISH 11 SEM 2

**Requested Courses**

**Alternate Courses**

**Search By:**

Course Name:  [Select a course to view](#)

Course Number:

300011 BEG PHOTOGRAPHY  
300011 BEG PHOTOGRAPHY

Student clicks on the one they desire

**300011 BEG PHOTOGRAPHY**

- 5 SEMESTER CUMULATIVE-FINE ARTS Credits: 0.000
- 3 SEMESTER EXAM-FINE ARTS Credits: 0.000
- 1 MID-QUARTER PROGRESS-FINE ARTS Credits: 0.000
- 4 SEMESTER GRADE-FINE ARTS Credits: 0.500
- 2 QUARTER GRADE-FINE ARTS Credits: 0.000

Fee Required: Students in this course are expected to furnish their own camera equipped with manual lens openings and manual shutter speed controls. No point and shoot or automatic-only cameras can be used. This class will teach students to develop black and white film and print black and white photographs. The course will also stress artistic expression through the medium of photography.

A Semester 2 course for BEG PHOTOGRAPHY has not been created.

Scheduling Units: 2

Click to add to your schedule   They can even put in alternatives



**Madison Clark**  
2015 - BHS - REGULAR  
Grade: 10

Welcome Madison Clark [Sign Out](#)



- Madison
- Course Registration: 2015 - BHS - REGULAR
- Calendar >
- Schedule >
- Attendance >
- Grades >
- To Do List >
- Reports >
- ICS >
- Family
- Messages >
- User Account
- Contact Preferences >
- Access Log >
- Basha High School

**Course Registration**  
**Madison Clark 2016 - BHS - REGULAR** [COURSE SEARCH](#) | [PRINT REQUEST SUMMARY](#)

- Units: (10/32)
- Required Courses
    - 220005 ALGEBRA 2 SEM 1
    - 220006 ALGEBRA 2 SEM 2
    - 290083 ENGLISH 11 SEM 1
    - 290084 ENGLISH 11 SEM 2
  - Requested Courses
    - 300011 BEG PHOTOGRAPHY
  - Alternate Courses

Goes into their Requested Course List





**Madison**

Course Registration:  
2015 - BHS - REGULAR

- Calendar >
- Schedule >
- Attendance >
- Grades >
- To Do List >
- Reports >
- ICS >
- Family
- Messages >
- User Account
- Contact Preferences >
- Access Log >

Basha High School

**Course Registration**

**Madison Clark 2016 - BHS - REGULAR** [COURSE SEARCH](#) | [PRINT REQUEST SUMMARY](#)

Units: (10/32)

**Required Courses**

- 220005 ALGEBRA 2 SEM 1
- 220006 ALGEBRA 2 SEM 2
- 290003 ENGLISH 11 SEM 1
- 290004 ENGLISH 11 SEM 2

**Requested Courses**

- [300011 BEG PHOTOGRAPHY](#)

**Alternate Courses**

**300011 BEG PHOTOGRAPHY**

- 5 SEMESTER CUMULATIVE-FINE ARTS Credits: 0.000
- 3 SEMESTER EXAM-FINE ARTS Credits: 0.000
- 1 MID-QUARTER PROGRESS-FINE ARTS Credits: 0.000
- 4 SEMESTER GRADE-FINE ARTS Credits: 0.500
- 2 QUARTER GRADE-FINE ARTS Credits: 0.000

Fee Required: Students in this course are expected to furnish their own camera equipped with manual lens openings and manual shutter speed controls. No point and shoot or automatic-only cameras can be used. This class will teach students to develop black and white film and print black and white photographs. The course will also stress artistic expression through the medium of photography.

A Semester 2 course for BEG PHOTOGRAPHY has not been created.

Scheduling Units: 2

[Drop This Request](#)

Click on course to see description or to drop

If they make a mistake they can even drop it





# Printout for Parent Confirmation (Optional)

The screenshot shows the Infinite Campus user interface. At the top left, the user's name "Madison Clark" is displayed next to a profile icon. Below this, the school year "2015 - BHS - REGULAR" and the user's grade "Grade: 10" are shown. On the right side, there is a "Welcome Madison Clark" message and a "Sign Out" button. The Infinite Campus logo is also visible. The main navigation bar includes "Madison", "Course Registration", and "2016 - BHS - REGULAR". Below the navigation bar, there are links for "COURSE SEARCH" and "PRINT REQUEST SUMMARY". A green callout box with an arrow pointing to the "PRINT REQUEST SUMMARY" link contains the text: "Need to see if parents saw their child's schedule???"

**Clark, Madison**  
**Student Number: 601721**  
**Grade: 11**

**Required Courses:**

- 290083 ENGLISH 11 SEM 1
- 290084 ENGLISH 11 SEM 2
- 220005 ALGEBRA 2 SEM 1
- 220006 ALGEBRA 2 SEM 2

**Requested Courses:**

- 300011 BEG PHOTOGRAPHY

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Year: 15-16 School: Basha High School

Student: Clark, Madison Health Condition

Grade: 10 #601721 DOB: 09/14/1998 Gender: F Casselton, Sibley, Minn

Transportation Fees Lockers Graduation Athletics Adhoc Letters Waiver SAP TX Records Transfer Report Comments

EP 504 COGATE ICS ICS Community Service COA/Absentee CUSDGifted

Summary Enrollments **Schedule** Attendance Flags Grades Transcript Credit Summary Assessment Behavior

Table - Group by Course (All Terms) Display Active Courses Only Print OR Choose a report option View Schedule

Scheduling Messages

Load Unload End Restore Search

Effective Date Term:  1  2  3  4

	Q1 08/28/2015 - 10/02/2015	Q2 10/05/2015 - 12/08/2015	Q3 01/04/2016 - 03/15/2016	Q4 04/11/2016 -
P1	EMPTY	EMPTY	EMPTY	EMPTY
F1	EMPTY	EMPTY	EMPTY	EMPTY
F2	EMPTY	EMPTY	EMPTY	EMPTY
F3	EMPTY	EMPTY	EMPTY	EMPTY
F4	EMPTY	EMPTY	EMPTY	EMPTY
F5	EMPTY	EMPTY	EMPTY	EMPTY
F6	EMPTY	EMPTY	EMPTY	EMPTY
F7	EMPTY	EMPTY	EMPTY	EMPTY
F8	EMPTY	EMPTY	EMPTY	EMPTY
F9	EMPTY	EMPTY	EMPTY	EMPTY
F10	EMPTY	EMPTY	EMPTY	EMPTY
F11	EMPTY	EMPTY	EMPTY	EMPTY
F12	EMPTY	EMPTY	EMPTY	EMPTY
F13	EMPTY	EMPTY	EMPTY	EMPTY
F14	EMPTY	EMPTY	EMPTY	EMPTY
F15	EMPTY	EMPTY	EMPTY	EMPTY
F16	EMPTY	EMPTY	EMPTY	EMPTY
F17	EMPTY	EMPTY	EMPTY	EMPTY
F18	EMPTY	EMPTY	EMPTY	EMPTY
F19	EMPTY	EMPTY	EMPTY	EMPTY
F20	EMPTY	EMPTY	EMPTY	EMPTY

R= Required  
The classes you put in and they cannot change them  
E= Requested  
The classes they chose for the following school year  
A=Alternate

Save Reqs Clear Reqs Get Sched Reqs

Requested Units: (10/22)

Course #	Course Name	Req. Type	Units
220005	ALGEBRA 2 SEM 1	R	
220006	ALGEBRA 2 SEM 2	R	
220003	ENGLISH 11 SEM 1	R	
220004	ENGLISH 11 SEM 2	R	
300011	BEG PHOTOGRAPHY	E	
		R	
		R	



# Parent Process

Pathway: Log into Campus Portal > Select Student > Click on Course Registration

The screenshot shows the Infinite Campus Parent Portal interface. At the top, the user is logged in as Rebecca Thompson. A dropdown menu labeled "SELECT A STUDENT" is open, showing "Chase Clark" and "Madison Clark". A green arrow points from a box labeled "Parent selects child" to "Madison Clark". Below this, the "Family" section shows "District Notices" and "School Notices", both with 0 messages. A second screenshot below shows the user is now logged in as "Madison Clark". The "SELECT A STUDENT" dropdown is closed, and a "2015 - BHS - REGULAR" dropdown is open, showing "Grade: 10". A green arrow points from a box labeled "Clicks registration" to the "Course Registration: 2016 - BHS - REGULAR" link in the "Madison" sidebar. Below this, a calendar for "September 2014" is displayed, showing a "Holiday - Other" on Monday, 01, and a "Madison" event on Friday, 05.

**Campus Portal** | Welcome Rebecca Thompson | Sign Out

**SELECT A STUDENT**

- Chase Clark
- Madison Clark

Parent selects child

**Family**

- District Notices - 0 messages
- School Notices - 0 messages

**Madison Clark** | Welcome Rebecca Thompson | Sign Out

**2015 - BHS - REGULAR**

Grade: 10

Clicks registration

**Madison**

- Course Registration: 2016 - BHS - REGULAR
- Calendar
- Schedule
- Attendance

**September 2014**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Holiday - Other 01	02	03	04	05 Madison	06

# Parents can make changes to the classes:

The screenshot shows the Infinite Campus 'Course Registration' page for Madison Clark, 2016 - BHS - REGULAR. The page includes a search bar, a list of required courses, and a 'Go' button. Two callout boxes highlight the search bar and the 'PRINT REQUEST SUMMARY' link.

**Course Registration**  
Madison Clark 2016 - BHS - REGULAR

Units: (0/22)

**Required Courses**

220008 ALGEBRA 2 SEM 1
220008 ALGEBRA 2 SEM 2
290003 ENGLISH 11 SEM 1
290004 ENGLISH 11 SEM 2

**Requested Courses**

360011 BEG PHOTOGRAPHY
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**Alternate Courses**

**Search By:**

Course Name:

Course Number:

[Can even make the same changes to course selection](#)

[Can print summary](#)