COURSE PRE-SELECTION PROCESS USING GENESIS PARENT PORTAL

Parents/Guardians,

This year we will be utilizing the Scheduling tab in the Genesis Parent Portal to request courses for the 2021-2022 school year. Please follow the steps below to complete this process.

DIRECTIONS FOR REQUESTING COURSES FOR THE 2021-2022 SCHOOL YEAR:

Step 1 - Log into the Genesis Parent Portal from your child's school site under Parents→Genesis Parent Access→Login
Step 2 - If you have more than one (1) child, please select the child for whom you are requesting the course from the drop down menu on the top right of your screen.

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• You can prioritize your request by selecting a number from the Priority dropdown (1 being the highest)

	CREDITS	ТҮРЕ	GRADES	STATUS	PRIORITY	
CP More	5				<u>↑</u>	Request This Course
II CP More	5					Request This Course
D FRENCH More	5				•	Request This Course
SPANISH More	5				•	Request This Course
I CP More	5				•	Request This Course





Request	I CP?
ОК	Cancel

Step 8 – Repeat steps 5 through 7 until you have made requests for each Subject Area.