



WAKE COUNTY
PUBLIC SCHOOL SYSTEM

and

PowerSchool

Student Course Requests
For Rising 9th – 12th Grade

Version 1

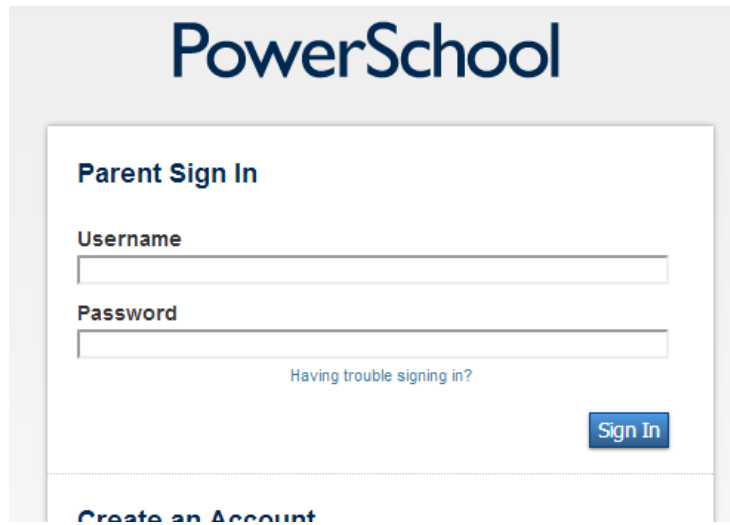
Wake County Public Schools

Student Information Systems

February 2014

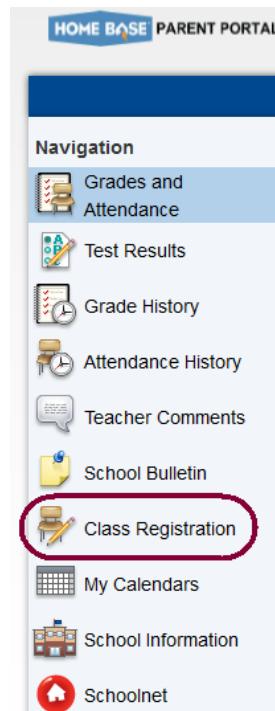
Students will use PowerSchool to enter their course requests for the 2014-2015 school year. Specific information regarding the process will be provided by your school. Use the following URL to access PowerSchool: <https://wcpss.powerschool.com> for the course selection process.

Access PowerSchool using your username and password assigned by the school.



The image shows the PowerSchool login interface. At the top, the "PowerSchool" logo is displayed in blue. Below it, the "Parent Sign In" section contains two input fields: "Username" and "Password". A link for "Having trouble signing in?" is positioned below the password field. A blue "Sign In" button is located at the bottom right of the form. Below the sign-in area, a "Create an Account" link is partially visible.

Once in PowerSchool, click Class Registration.













The Class Registration screen will appear. The screen will indicate that courses have not been requested by the 0 credit hours at the bottom of the screen.

Welcome to the Middle Creek High Class Registration System for 2014-2015 : Lj »»

Class registration is open and will remain open for the next two weeks. Please request the courses you would like to schedule for the 2014-2015 school year no later than Wednesday, February 19th.



[View course requests](#)

English Please select one English course.	Click the edit button to request a course =>	 
Math Please select one Math course.	Click the edit button to request a course =>	 
Science Please select one Science course.	Click the edit button to request a course =>	 
Social Studies Please select one Social Studies course.	Click the edit button to request a course =>	 
Electives Please select up to three elective courses.	Click the edit button to request a course =>	 
Requires between 4 and 8 credit hours. Requesting 0 credit hours.		

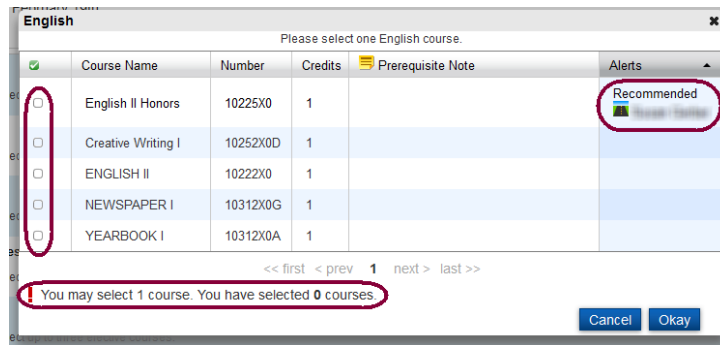
[Submit](#)

Follow the course selection instructions provided by the school. If courses for a subject area have already been selected or are optional, a green check will display. If courses are required and have not been selected for a particular area, a red exclamation point will be displayed.

Click the pencil beside the red exclamation point of the subject area in order to select the appropriate course being requested.

Click the edit button to request a course =>  

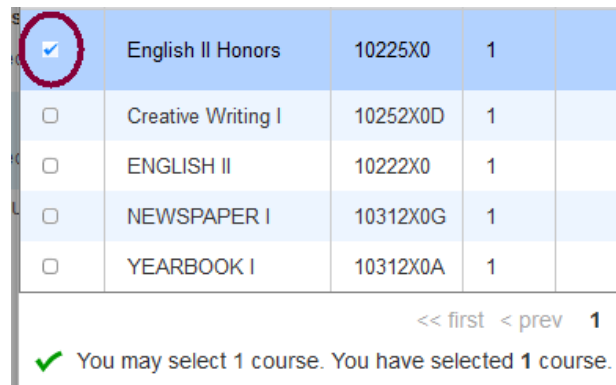
A group of courses will be displayed. If there are recommended courses, the recommendation will display beside the course in the Alerts column along with the name of the person who made the recommendation. Check the box beside the course being requested. A message may appear indicating the number of courses needed to select.



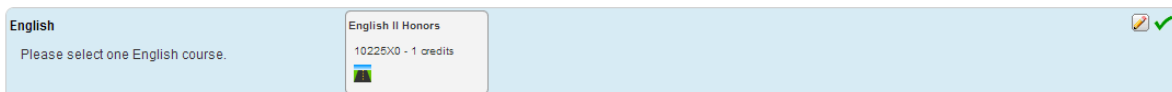
Select Cancel if you are not ready to save the course selection or click Okay to save the selected course and proceed to another subject area.



The screen will display information regarding your selection.



The selected course will display on the screen, along with a green check to indicate you have completed the requirement for that subject area.



Proceed to select courses for each subject area. When courses are selected, the number of credit hours will be displayed at the bottom of the screen.

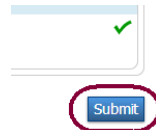
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[View course requests](#)

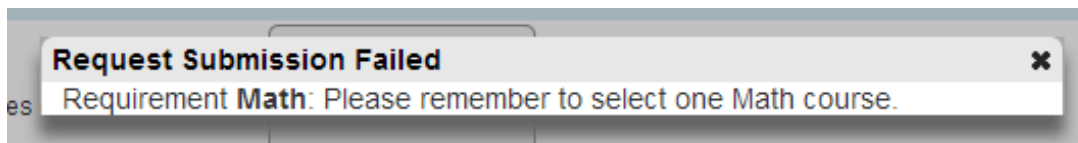
English Please select one English course.	English II Honors 10225X0 - 1 credits	
Math Please select one Math course.	MATH II HONORS 22015X0 - 1 credits	
Science Please select one Science course.	BIOLOGY HONORS 33205X0 - 1 credits	
Social Studies Please select one Social Studies course.	Civics & Economics Honors 42095X0 - 1 credits	
Electives Please select up to three elective courses.	Music Appreciation - MS (52162X0A - 1 credits) Theater Arts I (Beginning) (53162X0A - 1 credits) Prog & Broadcast I-Theater (53612X0B - 1 credits)	
Requires between 4 and 8 credit hours. Requesting 7 credit hours.		

[Submit](#)

Click Submit.



Be sure to have selected the required number of courses indicated by the school's instructions. If the required number of courses is not selected, the screen will prompt a failure message preventing submission. Proceed to select the required courses and Submit again.



When the course requests submission is successful, the following screen will appear listing the course selections for the 2014-2015 school year.

2014-2015 Course Requests: [Logout, Administrator Login](#)
[View Graduation Progress](#)

Crs Num	Course	Type	Cr Hrs	Prerequisite Notes
1. 10225X0	English II Honors	Required	1.00	
2. 22015X0	MATH II HONORS	Required	1.00	
3. 33205X0V	Biology Honors Online	Required	1.00	
4. 42095X0	Civics & Economics Honors	Required	0.00	
5. 52162X0A	Music Appreciation - MS (Beginning)	Elective	1.00	
6. 53152X0A	Theater Arts I (Beginning)	Elective	1.00	
7. 53612X0B	Prog & Broadcast I-Theater Arts Sp (Beg)	Elective	1.00	
Total Credit Hours Requested			6.00	

Click the printer icon at the top right of the screen to print a copy of the requested courses. Follow the instructions to print the list.



If you have issues accessing PowerSchool, please follow your school's established process for login issues. For questions or assistance with the course selection process, please contact your Guidance Counselor.