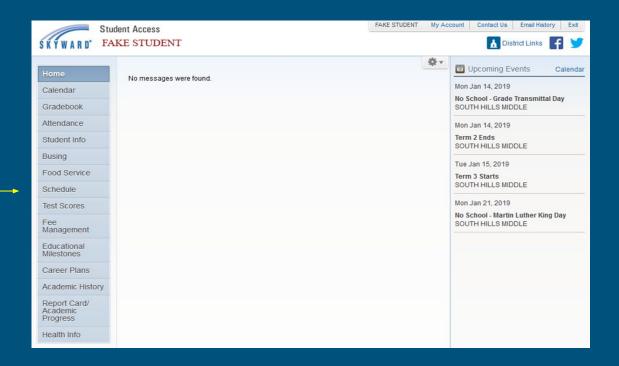
# How do I put in course requests in SKYWARD??

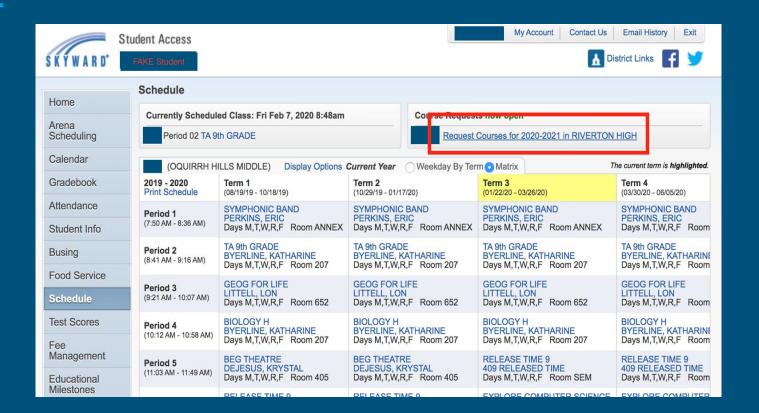
First: login to Skyward

SKYWARD°
Jordan School District Student System
Login ID: Password:
Sign In Forgot your Login/Password? 05.13.10.00.07-10.2
Login Area: Family/Student Access •
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## Second; Click Schedule



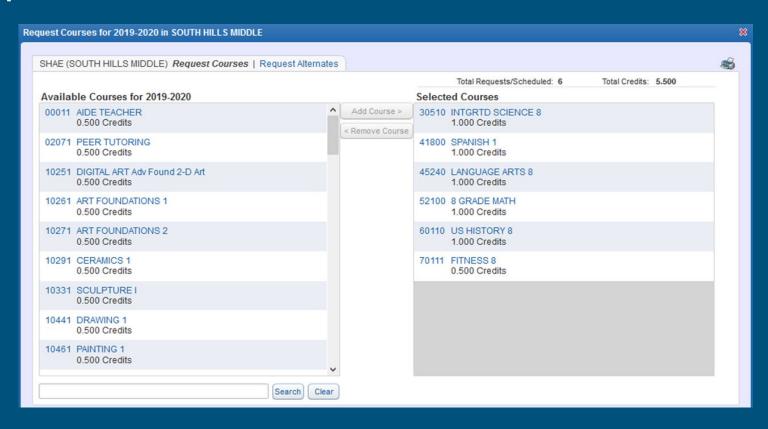
# Third; Click Request course for Next school year, 2023-24 Riverton High School



#### Request Courses

- On the **Request Courses tab**, there are two options for searching courses:
  - a. Enter 5 digit course key, then click on Search. When course appears, click the course then click **Add Course**.
  - b. Click on a course in Available Courses for [next school year] area, then click Add Course.
- Courses will appear in the Selected Course area. Use <u>Remove Course</u> to delete courses from your list.
- When complete, verify that your Total Credits = 8.00.
- If you have Seminary in your schedule the total credits will = 7.00
- Note: if you have an IEP work with your case manager to schedule your classes

#### Request Course continued



## Request 8 class credits for a FULL schedule!

- The classes that you request WILL be the classes that fill your schedule.
- If there are any holes in a student's schedule in May after arena scheduling, a counselor will schedule a class that still has seats available during that period.