

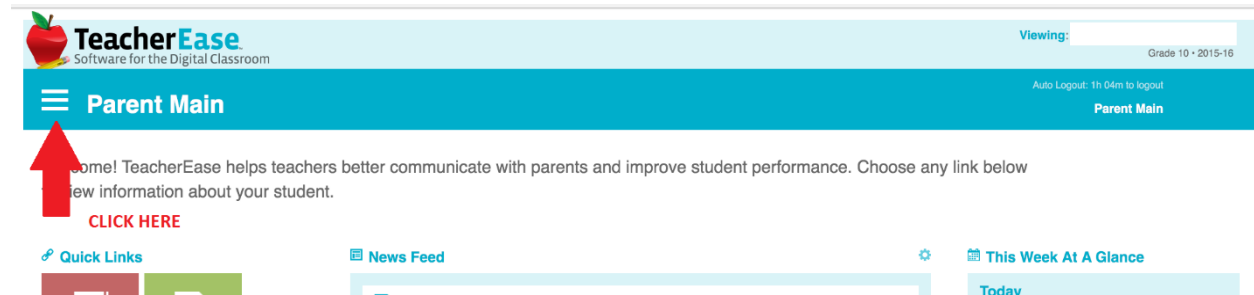
CLASS REGISTRATION INSTRUCTIONS

FROM DESKTOP OR LAPTOP COMPUTER

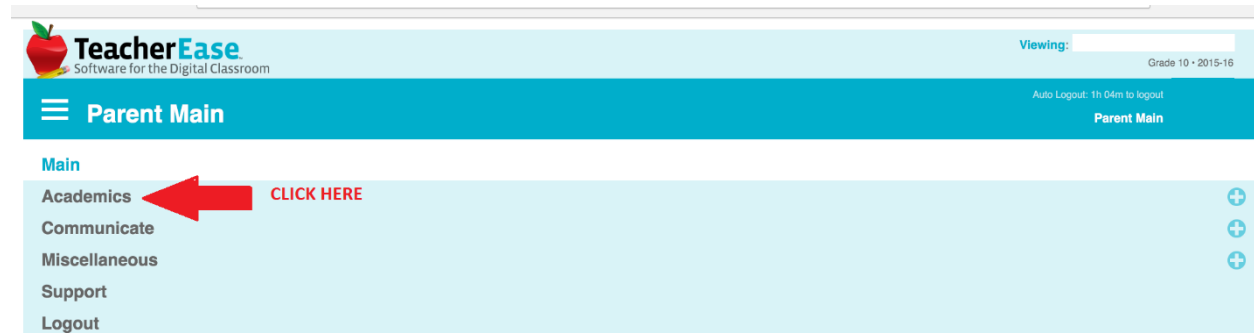
Please read instructions thoroughly prior to scheduling your classes. Failure to follow the guidelines could result in class schedule being messed up. Please utilize the transcript you were given and the course catalog on the school website to determine which classes you can/should take. If you have any questions, please contact Casey Hawkins, School Counselor at (618) 426-1111 ext 3137.

STEP 1: Login to your teacherease account utilizing either parent or student login information at www.teacherease.com

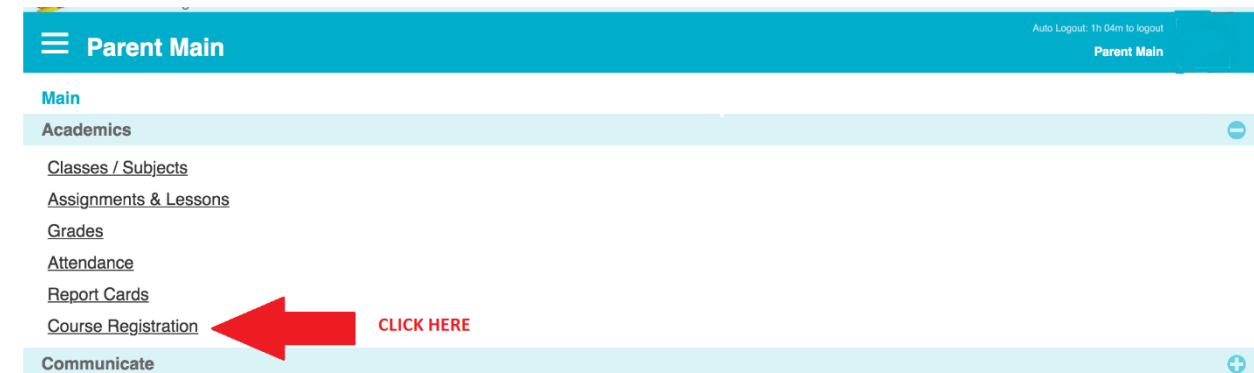
STEP 2: Click on the dropdown at the left of the page titled Parent Main. Then click on Course Registration as shown in the picture below:



STEP 3: Click on Academics to access the drop down menu.



STEP 4: Click on Course Registration and look for "Click here to register for courses."



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Steps 5-8 may vary slightly depending upon what grade you are in. Different grade levels have different required courses.

STEP 5: Register for Elective Courses. Be sure not to register for a course you have already taken unless it is a class that can be taken multiple times. Classes that we offer that can be taken multiple times include:

PE
Chorus
Performing Arts
Art
Band
Product Oriented Marketing

STEP 6: Register for PE Class. Entrance into Athletic PE is determined by the Head Coaches. Because you sign up for it does not mean you will get it. If you believe you should be in Athletic PE make that choice. All golfers, baseball players and softball players are expected to take Athletic PE.

STEP 7: Register for English Courses. We have honors level English elective courses available for students with a GPA of 4.25 and above. If you are an incoming freshman, the English teacher will direct you as to whether or not you can take honors level English elective courses. You must take a full year of English each year.

STEP 8: Register for Math Courses. You must take the next math class in line as indicated just above where you make the selection. If you are a senior and you want to take a math class it will be located in your electives.