

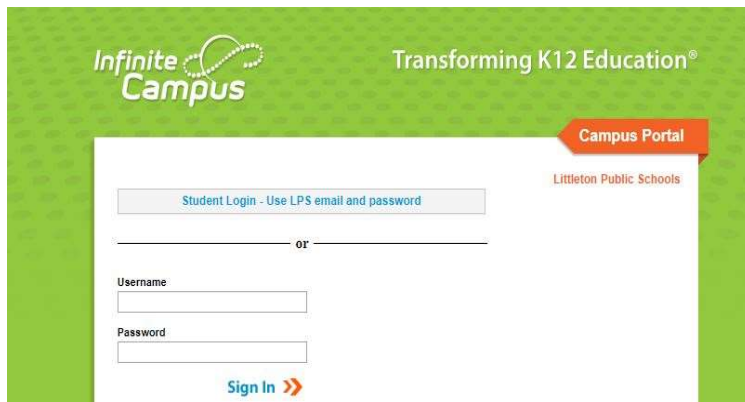
Arapahoe High School Instructions for Online Course Requests 2019 - 2020

Students who will be Freshmen in 2019-20 will complete online course requests.

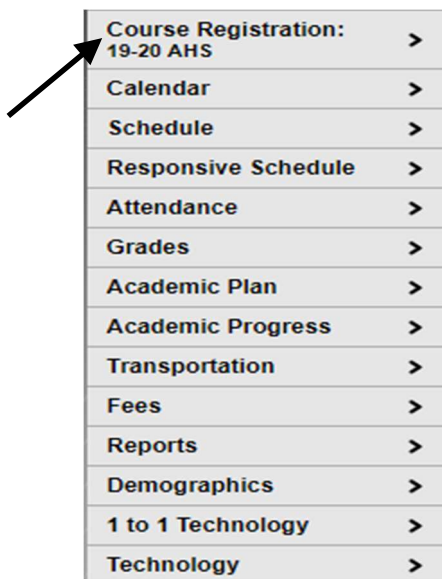
1. Students should go to the LPS Campus Portal Site (note that the URL begins with https, not http).

<https://campus.lps.k12.co.us/campus/portal/littleton.jsp>

2. Log in to the portal site. Students will log into the Campus portal by clicking on the button titled “Student Login- Use LPS email and password”. The student password is now the same as the password used to access your school Email. Enter and then **click Sign In**.



3. On the left-hand side of the portal window, click on the link titled **Course Registration: 19-20 Arapahoe High School**.



4. This will take you to the course request screen. You should see a list of **Required Courses** on the left side of the screen. These are courses that all freshmen students must take (such as English, Math, Science, Social Studies, etc.). These have been entered for you by AHS and **cannot be changed by you online.**

Units: (9/80)

Required Courses
203521.5 English 9 -S1
203522.5 English 9 -S2
354011.4 Algebra I -S1
354012.4 Algebra I -S2
404518.2 Swimming -S1
455023.4 Integrated Science -S1
455024.4 Integrated Science -S2
505001.5 US History -S1
505002.5 US History -S2

Requested Courses

Alternate Courses

5. Now you should begin entering your course requests. Please make sure you enter all the courses selected on the **front** and **back** sides of your registration card. For **year-long classes**, please enter both 1st **and** 2nd semester course numbers.

Click on **Course Search**.

Course Registration


Ch	apahoe High School	COURSE SEARCH PRINT REQUEST SUMMARY
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Units: (9/80)

Required Courses
203521.5 English 9 -S1
203522.5 English 9 -S2
354011.4 Algebra I -S1
354012.4 Algebra I -S2
404518.2 Swimming -S1
455023.4 Integrated Science -S1
455024.4 Integrated Science -S2
505001.5 US History -S1
505002.5 US History -S2

Requested Courses

Alternate Courses



6. In the **Course Number box**, enter the **course number** you would like to request and **click Go**. (You do **not** need to enter anything in the Course Name box.)

Course Registration

Chanda E High School COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (9/80)

Required Courses

- 203521.5 English 9 -S1
- 203522.5 English 9 -S2
- 354011.4 Algebra I -S1
- 354012.4 Algebra I -S2

Search By:

Course Name

Course Number

7. You should now see the course that matches the course number you entered. **Click on the course once**.

Units: (0/80)

Required Courses

Requested Courses

Alternate Courses

Search By:

Course Name

Course Number

Select a course to view
304011.5 Spanish I -S1

8. **Click on Request This Course**. Once you click on Request This Course, the course should appear in the **Requested Courses** section on the left. (**Note:** Your course requests should be **listed in order of preference** on your **registration card**. However, it **does NOT matter** which order you enter the Course Requests **in the computer**. The computer will try to optimize your schedule based on **all** the electives you enter, but your counselor **will** look at the order you've entered the electives if the computer can't fill your schedule.)

304011.5 Spanish I -S1

- 3020 Semester Grade-Electives Credits: 5.000

SPANISH I

MTWRF Semester 1, 2 9, 10, 11, 12

Credit: 5 credits per semester

Prerequisite: S1-None
S2-a passing grade in Spanish I-S1

Spanish I is an introductory course to the Spanish language. Students will develop the skills necessary to read, write, speak and understand the Spanish language. Students will write simple sentences, verbally answer questions, carry on short conversations, understand both native and non-native speakers and short paragraphs including authentic texts. Varying cultures of the Spanish speaking world are introduced through the study of the language.

- **Course Already Taken** 2013-2014 Grade: 09 Term: 13020 Score: A

Scheduling Units: 1

9. If you **request a course** and then change your mind, you can **drop the request**. Click the **course** in the **Requested Courses** section. Then **click the Drop This Request button** to drop the course.

Units: (10/80)

Required Courses

- 203521.5 English 9 -S1
- 203522.5 English 9 -S2
- 354011.4 Algebra I -S1
- 354012.4 Algebra I -S2
- 404518.2 Swimming -S1
- 455023.4 Integrated Science -S1
- 455024.4 Integrated Science -S2
- 505001.5 US History -S1
- 505002.5 US History -S2

Requested Courses

- 304011.5 Spanish I -S1

Alternate Courses

304011.5 Spanish I -S1

Scheduling Units: 1

Drop This Request

10. Repeat steps 5-9 for all of your **Course Requests**. Please make sure you have entered **all** the courses you selected on the **front** and **back** sides of your registration card, including both 1st and 2nd semester course numbers for **year-long classes**. Every effort will be made to create your schedule using these electives; therefore, it is important to fill out your elective choices completely. Otherwise, alternate electives will be selected for you.

11. Once you have completed all of your Course Requests, you are finished. (Please **ignore** the Units: (xx/80) at the top). **Click the Sign Out button** at the top right.

Welcome

Sign Out