

### About Online Course Requests

Parents/guardians will make course requests for rising 7<sup>th</sup> and 8<sup>th</sup> graders. Please note the following when making your course requests:

- Use the Catalog of Middle School Courses – 2020-21 to review course selections. Note course descriptions and prerequisites.
- If you do not have access to a computer, need assistance, or want to make changes after the form due date, please contact the counseling office at your student's school.
- If you have concerns about or disagree with any of the course recommendations, you may complete the paper Course Placement Review form.
- Select two requests, one of which must be a Fine Arts: Art or Music.

### Select Course Requests

1. Access the HCPSS Connect website.
2. On the Home page, click on the **Course Request** option in the left panel. A page displays the student's current recommendations for core classes and graduation status summary.

**COURSE REQUEST**

Harper's Choice Middle School (410-313-6929)  
2020-2021 School Year, Grade: 08

Selection Time Period: 2/10/2020 - 2/21/2020  
Counselor: [Name]

[Click here to change course requests](#)

**Selected Course Requests**

Ln	Department	Course Title	Course ID	Elective	College Prep	Credit	Comment
1	English/Language Arts	English Language Arts (ELA)	LA-301-1			1,000	
2	Mathematics	Mathematics 8	MA-301-1			1,000	
3	Music	Symphonic Band	MU-200-1			1,000	
4	Science	Science III	SC-300-1			1,000	
5	Social Studies	US History	SO-300-1			1,000	
6	World Language	French II	WL-504-1	Yes		1,000	
<b>Total</b>						6,000	

3. To add additional requests, click the **Click here to change course requests** button.
4. Search for the course to add. You can search on one or multiple fields. You can search by:

- **Department**
- **Course Title**
- **Course ID**
- **Elective Yes or No**

5. The list of courses updates automatically to match your criteria.

Search Courses									
Action	Ln	Department	Course Title	Course ID	Elective	College Prep	Credit	Comment	
		(All)	Q	Q	(All)				
<div> <div>Add Request</div> <div>Add Alternate</div> </div>	1	Art	MS Visual Art Studio I	VA-210-1	Yes	No	1,000		
<div> <div>Add Request</div> <div>Add Alternate</div> </div>	2	CTE-E&T	MS Project Lead the Way I	CT-250-1	Yes	No	1,000		
<div> <div>Add Request</div> <div>Add Alternate</div> </div>	3	CTE-E&T	MS Project Lead the Way II	CT-350-1	Yes	No	1,000	Pre-req not met: (CT-250-1)	
<div> <div>Add Request</div> <div>Add Alternate</div> </div>	4	Music	General Music I	MU-240-1	Yes	No	1,000		
<div> <div>Add Request</div> <div>Add Alternate</div> </div>	5	Music	General Music II	MU-340-1	Yes	No	1,000		

6. Select the **Add Request** button to add that course to the list of requests. Requests save automatically when they are added to the list of requests.

## COURSE REQUEST SELECTION

2020-2021 School Year, Grade: 07

Selection Time Period: 2/13/2020 - 2/21/2020  
Counselor:

[Click here to return to course request summary](#)

Selected Course Requests								
Action	Ln	Department	Course Title	Course ID	Elective	College Prep	Credit	Comment
<a href="#">Remove</a>	1	Art	MS Visual Art Studio I	VA-210-1	Yes		1.000	
<a href="#">Remove</a>	2	CTE-E&T	MS Project Lead the Way I	CT-250-1	Yes		1.000	
	3	English/Language Arts	English Language Arts (ELA)	LA-201-1			1.000	
	4	Mathematics	Mathematics 7	MA-201-1			1.000	
	5	Science	Science II	SC-200-1			1.000	
	6	Social Studies	Geography/World Cultures	SO-200-1			1.000	
Total							6.000	



**NOTE:** To delete a course request, click **Remove** for that course.

7. Click the **Click here to return to course request summary button** to return to the summary page. The **Graduation Status Summary** table will update to reflect the courses selected for next year.
8. Review your course requests and make any adjustments as necessary.

## COURSE REQUEST

2020-2021 School Year, Grade: 07

Selection Time Period: 2/13/2020 - 2/21/2020  
Counselor:

[Click here to change course requests](#)
[Lock Course Requests](#)

Selected Course Requests							
Ln	Department	Course Title	Course ID	Elective	College Prep	Credit	Comment
1	Art	MS Visual Art Studio I	VA-210-1	Yes		1.000	
2	CTE-E&T	MS Project Lead the Way I	CT-250-1	Yes		1.000	
3	English/Language Arts	English Language Arts (ELA)	LA-201-1			1.000	
4	Mathematics	Mathematics 7	MA-201-1			1.000	
5	Science	Science II	SC-200-1			1.000	
6	Social Studies	Geography/World Cultures	SO-200-1			1.000	

9. Click **Lock Course Requests** to submit for the school counselor to review. Once you lock your course requests, you will need to contact your school counselor to make any edits.