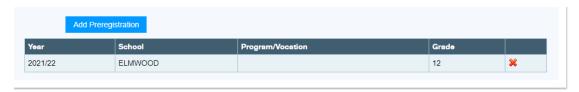
Elmwood High School Online Course Application Instructions

- In your internet browser go to Elmwood High School Website https://www.winnipegsd.ca/Elmwood
- 2. In the SCHOOL REGISTRATION INFORMATION tab, click on returning student.
- 3. Click the COURSE REQUEST link.
- 4. Log in with your **network username** and **password**.
- 5. Please read the **Terms and Conditions** page. These must be accepted in order to proceed. Welcome to your personal page; please ensure all previous information is correct. If it is not, you will be given information to make changes further along in the registration process.
- Select Academic Year (2022-2023) and School (Elmwood High School). Then click Add Preregistration.



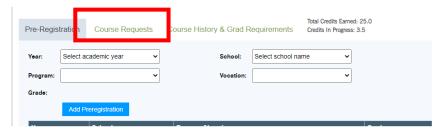
You should see this after clicking "Add Preregistration".



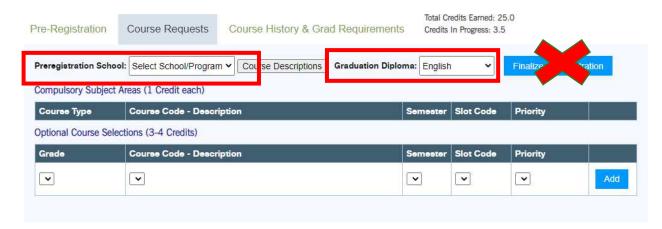
Students may view completed courses and courses still required for graduation in the "Grad Course Requirement and Course History" tab. (Optional)



7. Select the tab Course Requests.

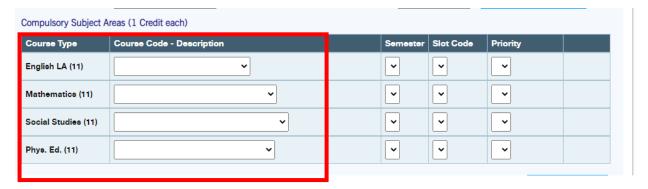


8. On the **Preregistration School** tab, select Elmwood, and on the **Graduation Diploma** tab, select English. **DO NOT CLICK ON FINALIZE PREREGISTRATION**.

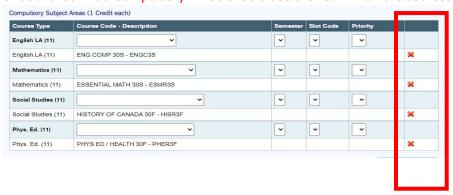


9. Select the appropriate **Compulsory Subject Area** classes (Mathematics, English LA, Phys. Ed, Science, Social Studies, History, etc.) **The photo below is an example of a grade 10 student going into grade 11**

Remember, many courses have prerequisites that need to be met. (I.e. you need Grade 10 English before taking Grade 11 English). Please note these as listed in the course descriptions. If you do not see the course you want to take listed in the drop box, it may be because you do not have the prerequisite.



Once clicked "Add Compulsory". You should see the red "X" on the courses you have added.



10. Once all your required courses have been selected, begin selecting your Optional Courses.



Once you click "ADD" on your first course, an additional course option will be added.

Once you have selected all the desired courses, be sure all are added (see RED X'S on right side of page).

Please ensure you are on the path to graduate. Refer to the course handbook to see the "GRAD CREDIT REQUIREMENT" form.

11. When you are comfortable with your selections, FINALIZE your registration.



This last click will submit your application to the school. No changes can be made on line once FINALIZED. Be sure your parent or guardian sees your selections prior to hitting the "FINALIZE PREREGISTRATION" button. If they disagree with your choices that chance can only be made with a counsellor.

To view your finalized application, select the "REPORT" tab at the top of the page. Print all pages and sign all appropriate pages. Please return the signed forms to school.

ONLY SIGNED AND RETURNED REGISTRATION FORMS WILL BE CONSIDERED COMPLETE. PLEASE RETURNED SIGNED FORMS TO THE SCHOOL OFFICE BY MARCH 11^{TH} .