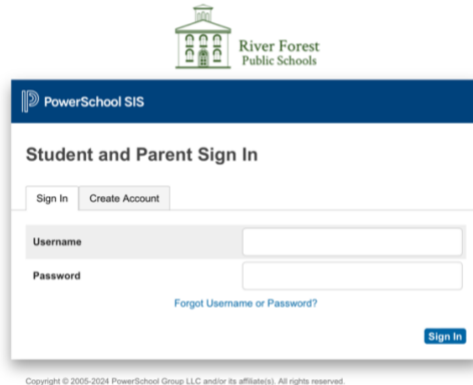


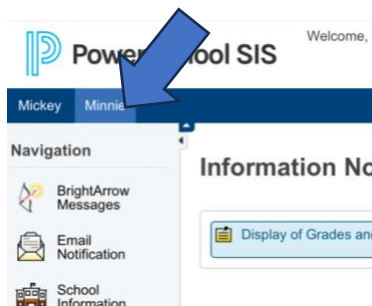
How to Register for Summer School Using the PowerSchool Parent Portal

**Please use a web browser to register your student for summer school as this feature is not currently available in the PowerSchool app

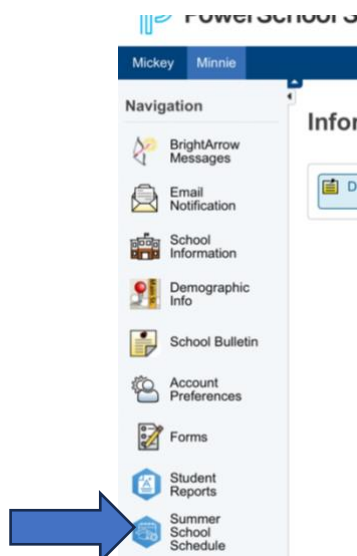
1. Login to the PowerSchool Parent Portal by entering your username and password



2. Tap or click on the name of the student you wish to schedule for Summer School



3. Tap or click on Summer School Schedule from the left navigation menu



- Tap or click the Course Options button for Period 1, Period 2, or Period 3

**Period 1 is 8:45AM at Roosevelt (5-8) or 9AM at Lincoln (K-4)*


**Period 2 is 9:45AM at Roosevelt (5-8) or 10AM at Lincoln (K-4)*

**Period 3 is 10:45AM at Roosevelt (5-8) or 11AM at Lincoln (K-4)*

Student Schedule Creator (Summer School Schedule)

☐ Compact View Clear Schedule Print Search Courses

Days	Terms	Period 1	Period 2	Period 3
A	23-24	Course Options	Course Options	Course Options



- A list of courses available at that time will be displayed based on your student's grade for the **next** school year

Available Sections

Course	Section	Section	Sec	Sec	Sec	Sec	Sec	Sec	Sec	Sec
SS 301	3-4 / Girls	SS301								
SS 301	3-4 / Boys	SS301								
SS 301	3-4 / Math	SS301								
SS 301	3-4 / Digital	SS301								
SS 301	3-4 / Reading	SS301								
SS 301	3-4 / Life/Health	SS301								
SS 301	3-4 / Elective	SS301								
SS 301	3-4 / Intermediate	SS301								

- Tap or click on the class you wish to enroll your student in
- The class will now appear in the period you selected it for

Student Schedule Creator (Summer School Schedule)

☐ Compact View Clear Schedule Print Search Courses


Days	Terms	Period 1	Period 2	Period 3
A	23-24	Course Options 3-4 / Building Class (SS 1204.9A) x Tanglao, K Rm: TBD Enr: 1 / 18	Course Options	Course Options

- Repeat the process for all 3 periods, or choose only the periods you would like your student to attend
- If you change your mind about a course, please click the "x" next to the course. This will remove it from your student's schedule. Once removed, you can go back and select a different course by clicking the Course Options button again.

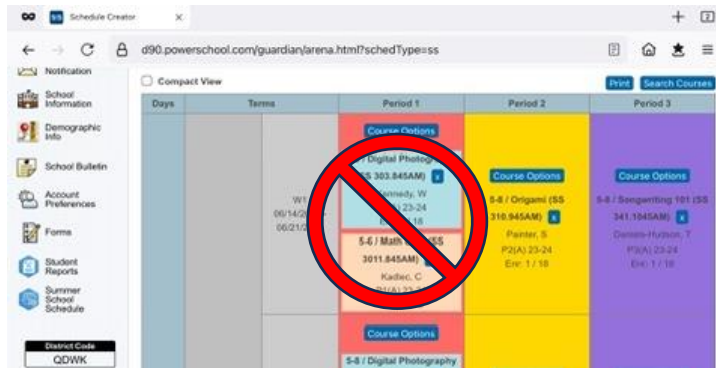
Student Schedule Creator (Summer School Schedule)

☐ Compact View Clear Schedule Print Search Courses

Days	Terms	Period 1	Period 2	Period 3
A	23-24	Course Options 3-4 / Building Class (SS 1204.9A) x Tanglao, K Rm: TBD Enr: 1 / 18	Course Options	Course Options

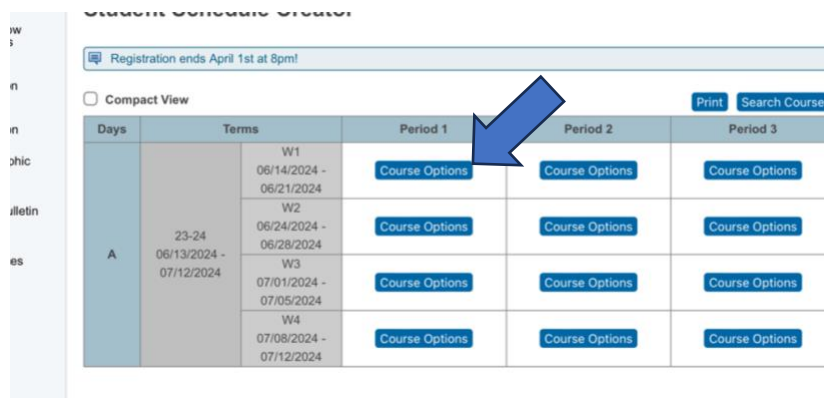


IMPORTANT NOTE: You are only allowed one course for all 4 weeks (the only exception is Roosevelt Readiness- see below for directions).

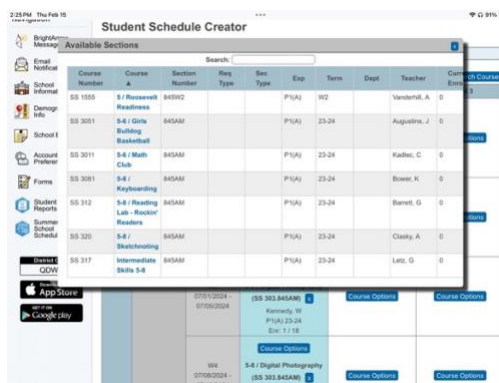


FOR ROOSEVELT READINESS classes only...

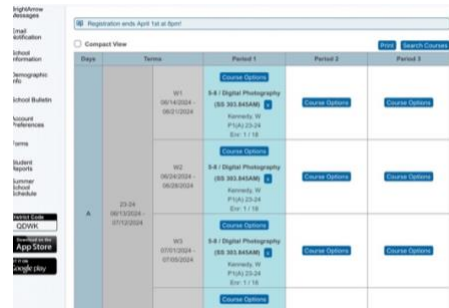
1. Tap or click the Course Options button for Period 1, Period 2, or Period 3
 *Period 1 is 8:45AM at Roosevelt (5-8) or 9AM at Lincoln (K-4)
 *Period 2 is 9:45AM at Roosevelt (5-8) or 10AM at Lincoln (K-4)
 *Period 3 is 10:45AM at Roosevelt (5-8) or 11AM at Lincoln (K-4)



2. Tap or click on the class you wish to enroll your student in



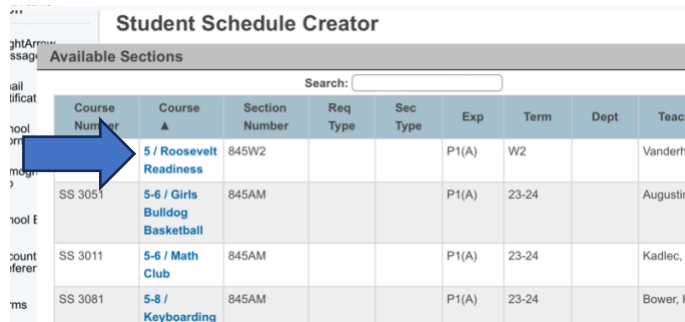
- The class will fill in for all 4 weeks of summer school



- Tap on Course Options in any period for week 2 or week 4 (Roosevelt Readiness is not offered week 1 or week 3)



- Tap on the 5 / Roosevelt Readiness class for that period



- Two classes will now appear in only that period and week

