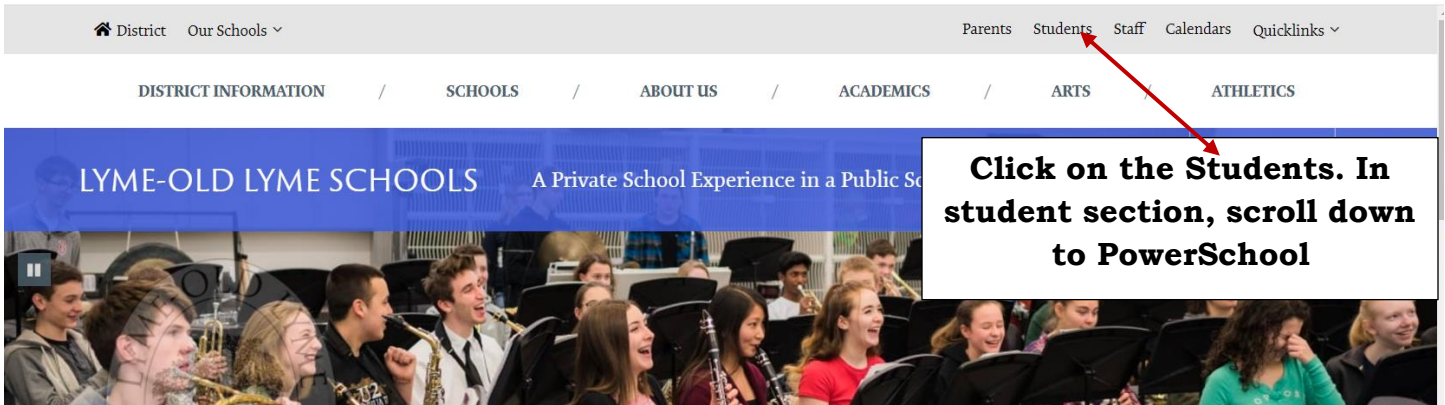


## PowerSchool On-line Registration Instructions

Start at the Region 18 website: <http://www.region18.org/> to access PowerSchool under the Students tab. Scroll down to the PowerSchool: student and parent login.



Click on the PowerSchool Icon.



A screenshot of the PowerSchool 'Student and Parent Sign In' form. The form is titled 'Student and Parent Sign In' and includes a 'Sign In' button and a 'Create Account' button. Below these buttons are input fields for 'Username' and 'Password'. A link for 'Forgot Username or Password?' is located below the password field. A 'Sign In' button is at the bottom right of the form. A red arrow points from the right side of the form towards the text on the right.

Use your PowerSchool Username and Password to log-in. If you have trouble signing in, use the “Forgot Username or Password?” link. If you continue to have trouble signing in, please email Tammy Noyes at [noyest@region18.org](mailto:noyest@region18.org).

After signing in, the first screen you see is the student’s grades. Use the Navigation Screen on the left to select **Class Registration**.

Welcome to the Lyme-Old Lyme High School Class Registration System for 2023-2024

9th Grade Course Registration for Lyme-Old Lyme High School is an important process. Be sure to select your classes based on your Course Registration Sheet and your teacher's recommendations. Please carefully review the courses you are selecting, especially prior to submitting your requests.

View course requests

**9th Grade Required Courses**  
 The following courses are required for all 9th Grade students and will automatically be scheduled for you upon submission of your course registration.

High School 101  
 6401 - 0.5 credits

PE/Wellness 9-10  
 8015 - 0.25 credits

Health/Safety 9-10  
 8016 - 0.25 credits

**The Navigation Tools on the left provide access to different information.**

**Please click on Class Registration.**

Each Welcome Page is custom designed for the grade the student will be in during the 2023-2024 school year.

You will notice that students are preregistered for PE & Wellness and Health/Safety, as these courses are required. Upon submitting the on-line registration, the students will automatically be registered for these courses.

On the Class Registration Screen, you will select courses by using the course screens which appear when you click on the *pencil* in each category. Please be sure to select the appropriate course(s) in each category.

**9th Grade English**  
 Click the edit button to request a course ⇒  
 Please register for the English course your LOLMS teacher recommended.  
 Number of requests to generate : 1

**9th Grade Math**  
 Click the edit button to request a course ⇒  
 Please register for the Math course your LOLMS teacher recommended.  
 Number of requests to generate : 1

**9th Grade Science**  
 Click the edit button to request a course ⇒  
 Please register for the Science course your LOLMS teacher recommended.  
 Number of requests to generate : 1

**9th Grade Social Studies**  
 Click the edit button to request a course ⇒  
 Please choose the Social Studies course(s) in which you are interested.

When the course screen appears, select the desired class by clicking the appropriate box.

**9th Grade English**  
 Please register for the English course your LOLMS teacher recommended.

<input checked="" type="checkbox"/>	Course Name	Number	Course Description	Credits	Prerequisite Note	Alerts
<input type="checkbox"/>	L1 English 9	1104		1	Recommendation of eighth-grade teacher based on placement assessment.	
<input type="checkbox"/>	L2 Creative Writing I	1626		0.5		
<input type="checkbox"/>	L2 English 9	1102		1	Recommendation of eighth-grade teacher based on placement assessment.	

<< first < prev 1 next > last >>

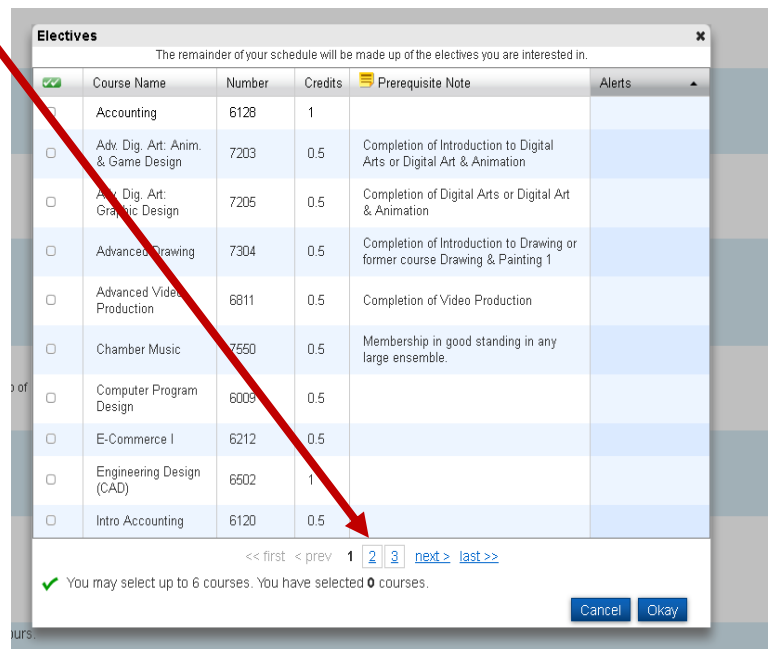
! Select between 1 and 3 courses. You have selected 0 course(s).

Cancel Okay

After double checking the class you selected is correct, **click Okay**. You should follow the same process for each category: English, Math, Science, Social Studies, World Language, Electives, and Student Support Services (if applicable).

**Please register for classes as recommended by the LOLHS teachers. Parents may begin the Course Override Process, if you do not agree with the class recommendations, which includes a discussion via email or phone with your child's current LOLHS teacher(s) and a completed blue Course Override Form. The deadline to complete this process is Wednesday, March 29, 2023. Course Override Forms are available in the School Counseling Office.**

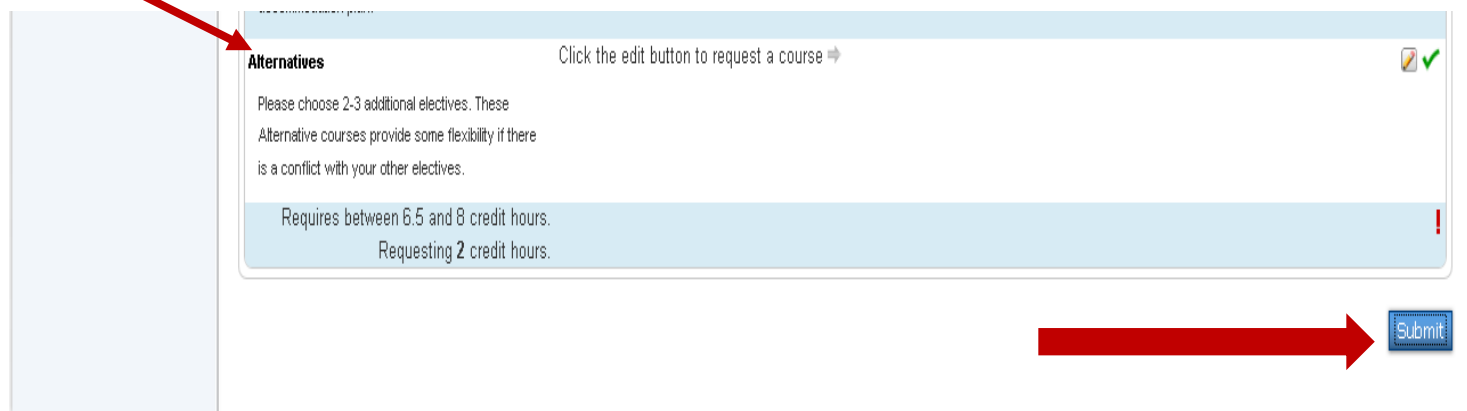
When selecting your electives, please notice there are numerous pages of elective screens and the electives are in alphabetical order. You may have to go through numerous screens to find the elective(s) you are looking for.



The screenshot shows a window titled "Electives" with a close button (X) in the top right corner. Below the title bar, a message states: "The remainder of your schedule will be made up of the electives you are interested in." Below this is a table with columns: "Course Name", "Number", "Credits", "Prerequisite Note", and "Alerts". The table contains several rows of elective courses, each with a checkbox in the first column. A red arrow points to the "Intro Accounting" row, which has a checkbox, course number 6120, and 0.5 credits. At the bottom of the table, there are navigation buttons: "<< first", "< prev", "1", "2", "3", "next >", and "last >>". Below the navigation buttons, a green checkmark icon is followed by the text: "You may select up to 6 courses. You have selected 0 courses." At the bottom right of the window are two buttons: "Cancel" and "Okay".

	Course Name	Number	Credits	Prerequisite Note	Alerts
<input checked="" type="checkbox"/>	Accounting	6128	1		
<input type="checkbox"/>	Adv. Dig. Art: Anim. & Game Design	7203	0.5	Completion of Introduction to Digital Arts or Digital Art & Animation	
<input type="checkbox"/>	Adv. Dig. Art: Graphic Design	7205	0.5	Completion of Digital Arts or Digital Art & Animation	
<input type="checkbox"/>	Advanced Drawing	7304	0.5	Completion of Introduction to Drawing or former course Drawing & Painting 1	
<input type="checkbox"/>	Advanced Video Production	6811	0.5	Completion of Video Production	
<input type="checkbox"/>	Chamber Music	7550	0.5	Membership in good standing in any large ensemble.	
<input type="checkbox"/>	Computer Program Design	6009	0.5		
<input type="checkbox"/>	E-Commerce I	6212	0.5		
<input type="checkbox"/>	Engineering Design (CAD)	6502	1		
<input type="checkbox"/>	Intro Accounting	6120	0.5		

**Please utilize the Alternative Section as it allows you to provide backup courses in case there is a conflict with the schedule and you cannot get a course you requested. We ask students to select 2-3 alternative elective courses.**



**Alternatives** Click the edit button to request a course ➔

Please choose 2-3 additional electives. These Alternative courses provide some flexibility if there is a conflict with your other electives.

Requires between 6.5 and 8 credit hours.  
Requesting 2 credit hours.

**Submit**

**When you have selected a minimum of 6.5 credits or a maximum of 8 credits for the 2023-2024 school year, scroll down to the bottom of the registration page and click the **SUBMIT BUTTON.****

**The PowerSchool On-Line Registration Portal will be open from Monday, March 13<sup>th</sup> – Monday, March 27<sup>h</sup>.**

**If students have questions about which course(s) to choose for the 2023-2024 school year, please make an appointment to speak with your School Counselor.**

**Please address any questions you have about particular class recommendations with the student's current LOLHS teacher or their LOLHS School Counselor.**

**Please address any questions about On-line Course Registration to Tracy Lenz, Director of School Counseling at Lyme-Old Lyme High School at [lenzt@region18.org](mailto:lenzt@region18.org) or 860.434.1651 ext. 1007.**

**Thank you for completing your LOLHS On-line Registration.**

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