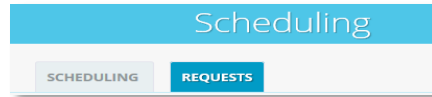


- 1) In Parent Module, click Scheduling. Note the pre-selected courses (half-year Physical Education and half-year Health Education, as well as other courses as applicable).



- 2) Click the Requests Tab.



- 3) Read the information box and review the Program of Studies.
- 4) Click "Request a course" for each subject area required for your student's grade (e.g. English).



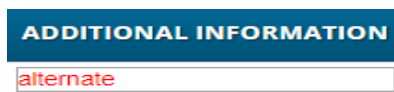
- 5) In the subject area's course catalog, click "Request this course" to select the course desired.




- 6) Each time after clicking "Request this course," you will be redirected to the Requests tab, where courses selected are displayed. To delete a request, click the Trash icon. To select another course in that subject area, click "Request a course."



- 7) In addition, select 2 additional courses as alternates and indicate this by typing "alternate" in the Additional Information text box for both courses.



- 8) Review your requests and make sure they fill 8 full-year periods (including any that were pre-selected) and that you selected 2 additional courses as alternates.

- 9) Click  on the Requests page after reviewing all your selections. Clicking SUBMIT finalizes course requests and indicates the parent/guardian has reviewed the Program of Studies. Any schedule change request must be submitted by the parent/guardian to the school Counseling Center prior to August 1, 2018.

For questions about your student's course selection, please contact your student's guidance counselor. For Genesis technical help, please contact [HELP@LRHSD.ORG](mailto:HELP@LRHSD.ORG) or (856) 396-HELP (856-396-4357).