

GUIDANCE FOR ELECTRONICALLY SELECTING WEST HIGH SCHOOL FRESHMAN ELECTIVES

Students who were unable to attend the Introduction to West Offerings and Elective Sign up due to COVID-19, may sign up for Freshman Electives at home through “Student Connect-Q” by the directions linked below:

Course request windows have been standardized across the eight comprehensive high schools and the **Freshman window has been extended and is currently open.** Middle school teachers have provided 9th grade core class recommendations. These recommendations are visible in Student Connect Year 20-21. Electives choices are entered by incoming freshman ELECTRONICALLY through Student Connect. A list of elective choices will be visible on Q Student Connect. A paper copy can be found on West’s Counseling page. Students who do not know their Student Connect ID and password must contact their middle school.

<https://www.asdk12.org/cms/lib/AK02207157/Centricity/Domain/3543/Freshman%20Selecting%20Electives%20Paper%20Form.pdf>

“HOW TO” GUIDANCE FOR SELECTING FRESHMAN ELECTIVES ON “Q”:

- **West’s Incoming Freshman PowerPoint** is located on the West counseling page The PowerPoint provides general information and step by step “Q” directions for incoming West students.
<https://www.asdk12.org/domain/3543>
- **ASD’s Student Guidance Video** -<https://drive.google.com/open?id=1-gV4pE0YG1QbwGgVXZvpMhJ0p9IkICZ6>

Once students have entered course requests, parents/guardians can log into Q Parent Connect and view the selections. To view student course requests:

- Log into Q Parent Connect, then select the 2020-2021 track
- Click the (+) sign next to Requests, located on the left side of the screen
- *Note: Parents will not have the ability to edit course selections, this must be done via Student Connection*

Students will be able to edit their elective selections until the end of their class’ course request window by logging into their Student Connect account. After the window has closed, please contact your high school counselor for any changes. Your West counselor contact is chaput_cindy@asdk12.org

PLEASE NOTE:

- These are course requests, not a preview of student schedules:
 - Final schedules in the fall may vary depending on credit status, enrollment, staffing and seat availability.
 - Master schedules and course offerings will be finalized over the summer and schedules will be available in August during registration.
- West Counselors are available by email to answer any questions that students or parents may have regarding course registration.
- Paper course requests will also be accepted and can be found on the West Counseling page.
- Course requests will not transfer in the event a student moves from one school to another; if transferring, a paper form will be used