

# 2021 -2022 Self Registration



Dixie High School

# Directions for Self Registration

This year we wanted to try something new! We want you and your parents/guardians to register on your own at home.

## What you'll need:

- Laptop/computer (this does not work on your phones)
- Internet Access
- Class registration sheet; given to you by your counselors and can also be found at [www.dixiehighcounseling.org](http://www.dixiehighcounseling.org).
- Transcript; which was provided to students at the registration presentation; you can also access transcripts in PowerSchool under “Reports”

# \*\*VERY IMPORTANT INFORMATION\*\*

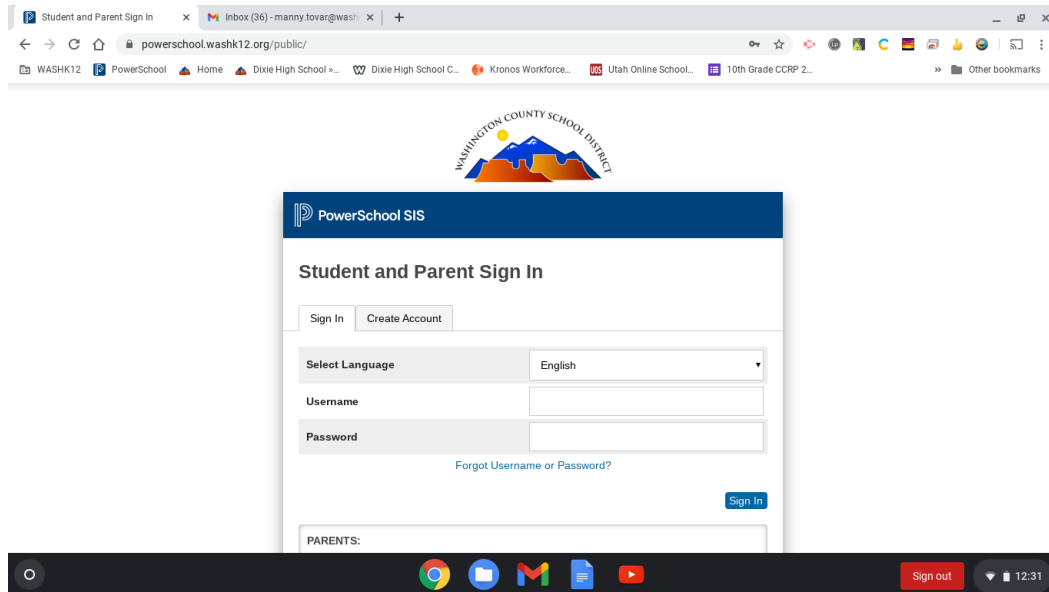
Before you begin:

1. You will need to select 7-8 credits on the paper registration form given to you by your counselors (7 credits if you will be taking Seminary, 8 if you are not).
2. *You need to be sure you are selecting classes you need for graduation.* You can check which classes you need on the transcript. **FAILURE TO DO SO COULD RESULT IN NOT MEETING GRADUATION REQUIREMENTS.**
3. You and your parents will sign and date the registration form to be dropped off the following week to your Language Arts teacher. Failure to do so will result in PowerSchool creating your schedule.
4. Follow the instructions on the following slides.

# Step #1 Log In to PowerSchool

Log in to PowerSchool:

<https://www.washk12.org/students-and-parents/powerschool-login>



The screenshot shows a web browser window with the URL [powerschool.washk12.org/public/](https://www.washk12.org/public/). The page features the Washington County School District logo at the top center. Below the logo is the PowerSchool SIS header. The main content area is titled "Student and Parent Sign In" and contains two tabs: "Sign In" (selected) and "Create Account". Under the "Sign In" tab, there is a "Select Language" dropdown menu set to "English", followed by input fields for "Username" and "Password". A link for "Forgot Username or Password?" is located below the password field. A "Sign In" button is positioned at the bottom right of the form. Below the form, the text "PARENTS:" is visible. The browser's address bar and bookmarks are also visible at the top of the window.

# Graduation Requirements

## Traditional Diploma Graduation Requirements

- Language Arts (4.0 Credits)
- Consecutive Math (3.0 Credits)
- Science (3.0 Credits)
- Social Sciences (3.0 Credits)
- Computer Tech (.5 Credits)
- Financial Lit (.5 Credits)
- Arts (1.5 Credits)
- Healthy Lifestyles (2.0 Credits)
- Electives (8.5 Credits)

## Honors Diploma Requirements

Must get a "C" or better in required classes with a minimum GPA of 3.5

ACT Scores Eng 18, Math 22, Science 23, Reading 22

- Language Arts (4.0 Credits)
- Consecutive Math (4.0 Credits)
- Science (3.0 Credits)
  - Biology + Chemistry + Physics
- Social Sciences (3.5 Credits)
- Foreign Language (2.0 Credits)
- Computer Tech (.5 Credits)
- Financial Lit (.5 Credits)
- Arts (1.5 Credits)
- Healthy Lifestyles (2.0 Credits)
- Electives (6.0 Credits)

# Step #2 Click on “Class Registration”

Reports is located on the left hand side under “Navigation”.

Grades and Attendance

Please check your demographic information to make sure the information we have on file is correct.

[Click here](#) to see a list of all of your past assignments for this term.  
Student Number: [REDACTED] SSID: [REDACTED]  
No bulletin items were found for this date.

Grades and Attendance Standards Grades

Exp	Attendance By Class										Q1	Q2	Q3	Q4	Absences	Tardies	
	Last Week					This Week											Course
	M	T	W	H	F	M	T	W	H	F							
1(A)	.	.	.	.	M	.	.	.	T	CE PHYS 1010 Physics Technology Email Burr, David - Rm: 322	B+ 87	F 50			1	1	
2(A)	.	.	.	.	M	.	.	.	.	Adult Roles and Responsibilities Email Lefevre, Libby Dawn - Rm: 115	A 99	F 52			1	0	
3(A)	.	.	.	.	M	.	.	.	.	Counselor Aide Email Hansen, Kelly - Rm: Counseling	P 100	[i]			1	0	
4(A)	.	.	.	.	M	.	.	.	.	Release Time Email Seminary, Instructor - Rm: Sem	[i]	[i]			1	0	
5(A)	.	.	.	.	.	.	.	.	.	CE ENGL 2010 Email Schweitzer, Derek - Rm: 107	B 86	[i]			0	0	
6(A)	.	.	.	.	.	.	.	.	.	Teacher Aide Email Requa, Shelly - Rm: 110	P 100	P 97			0	0	

# Step #3 Enter Your Classes Here

The screenshot shows the PowerSchool SIS interface for the Dixie High Class Registration System for 2020-2021. The user is logged in as Ashlie Marienanes-Medonald. The main content area displays requirements for Language Arts 12, Mathematics 12, and Science 12, each with a table of available courses and a yellow pencil icon for editing. A green arrow points to the pencil icon with the text 'Click the yellow pencils to add/edit classes'. The left sidebar contains navigation options like Grades and Attendance, Grade History, Attendance History, Teacher Comments, School Bulletin, Balance, My Schedule, Reports, and School Information. The bottom of the screen shows a taskbar with various application icons and a 'Sign out' button.

PowerSchool SIS

Welcome, Ashlie Marienanes-Medonald | Help | Sign Out

## Welcome to the Dixie High Class Registration System for 2020-2021

Welcome to your Senior year

View course requests

Requirement	Course	Credits	Core Info	Action
<b>Language Arts 12 Requirement</b> Make sure you are taking approved classes if you are working towards Honors, Utah Scholars or NCAA. CE ENG 1010 or 2010 will count for you entire year's English even though they are only a semester long. Number of requests to generate : 1	Language Arts 12B	4121 - 1 credits	UTREX Core Info	✎ ✓
	Language Arts 12A	4122 - 1 credits	UTREX Core Info	✎ ✓
<b>Mathematics 12</b> You need three credits of math for graduation, but 4 credits for honors or Utah Scholars. Number of requests to generate : 1	CE Math 1030 Quantitative	MA1030 - 1 credits	UTREX Core Info	✎ ✓
	CE PHYS 1010 Physics Te	CE8636 - 1 credits	UTREX Core Info	✎ ✓

Click the yellow pencils to add/edit classes

Please note following course codes are incorrect

- 11th Grade APUSH—6430
- 12th Grade Leadership Principles—8205
- 10th-12th A Plus Comp Sci--Comp Sys 1--# is the same--Comp Sys 2 but is not listed

# Things to Know As You Add Classes

When adding your classes a pop up window will appear.

*\*\*You can search classes by name or by course number (found on registration sheet).*

*\*\*\*Multiple pages may be available in each section, so please be sure to explore beyond the first page to find your desired class.*

*\*\*\*If for some reason you are unable to add a class in the section you are in, you may have to add it in a different section (Example: If you are trying to add multiple Science classes you may need to add one in the Science section AND one in the CTE section).*



# Step #4 Find your needed/desired class(es) and check the box to add the class in each section

The screenshot shows a web application interface for course selection. On the left is a navigation sidebar with icons for Grades and Attendance, Grade History, Attendance History, Teacher Comments, School Bulletin, Balance, and My Schedule. The main content area is a window titled "(A) Core Requirements" containing a table of course options. Each row has a checkbox, a course name, a course number, a description, and a quantity. All checkboxes are checked. Below the table is a pagination control showing "1" of 1 page. At the bottom, a green checkmark and text indicate that 5 courses have been selected out of a possible 5.

Course Name	Course Number	Description	Quantity
<input checked="" type="checkbox"/> Fitness for Life	7710	UTREX Core Info 04020000030 Fitness for Life Grades 9 to 12 * UTREX Status A*** Other Info	1
<input checked="" type="checkbox"/> Health II	7150	UTREX Core Info 04010000010 Health Education II Grades 9 to 12 * UTREX Status A*** Other Info	1
<input checked="" type="checkbox"/> Language Arts 10	4100	UTREX Core Info 06020000050 Language Arts 10 Grades 10 to 10 * UTREX Status A*** Other Info	1
<input checked="" type="checkbox"/> Secondary Mathematics 2	5810M	UTREX Core Info 07080000100 Secondary Mathematics II Grades 9 to 11 * UTREX Status A*** Other Info	1
<input checked="" type="checkbox"/> World Civilization	6220	UTREX Core Info 09050000090 World History Grades 6 to 12 * UTREX Status A*** Other Info	1

<< first < prev 1 next > last >>

✔ You may select 5 courses. You have selected 5 course(s).

# Sections and Alternates



You will need to scroll down and add classes in each desired/needed section.

You will then need to add 3 alternates in order to submit the form. **This is mandatory.**



**\*\***We do our best to get everyone their desired classes, but it's not always possible.

- Schoology
- Transportation
- Access Logs
- Demographic Update
- Graduation Progress
- My Schedule (Full Year)
- Test Scores
- Pearson Courses
- Message Sender
- Request Appointment
- Review Appointments



Number of requests to generate : 1 7772 - 1 credits  
 UTREX Core Info

**(F) Alternates** Click the edit button to request a course =>  



Choose four alternate classes.  
 Number of requests to generate : 1

**Honors Classes** Click the edit button to request a course =>  



ONLY sign up for these classes IF you have  
 teacher, parent and counselor signature  
 Number of requests to generate : 1

**Other Options** Click the edit button to request a course =>  

These do NOT add into your 8 credit total.  
 Number of requests to generate : 1

**Additional Requests** Click the edit button to request a course =>  

Requests that are currently not associated with any  
 requirement group.

Requires between 7 and 12 credit hours.  **Total=7-12 credits including alternates**  
 Requesting 14 credit hours.  
 Requesting 0 additional credit hours. 

## Step #5 Review

Make sure you have all 7 or 8 credits selected.

Make sure you have your 3 alternates selected.

Make sure you have all of your graduation requirements selected.

## Step #6 Click SUBMIT

The Submit button will be located on the bottom right hand side.

You are finished!!!



# FAQ

1. What if I have already taken a required class?

*---You need to meet with your counselor.*

1. What if I am a Senior and I don't need a full schedule?

*---You still need to register for a full schedule. Senior CCRs are in July/August before your senior year begins.*

1. What if I have an IEP

*---Your case manager will help you with your schedule.*

1. What if I want online classes?

*---You will need to meet with your counselor.*