

Orem High School

Senior Registration Information

For 2009-2010

Students will be registering for next year's classes through "**CLASS CHOICE**" an internet registration program. It is very important that you read and follow the information listed below so that this process will work smoothly for you. Please be aware that because students are choosing their own schedules, future changes to your schedule will be extremely limited.

Before entering CLASS CHOICE to create a schedule, students should complete the following:

1. Check your graduation requirements. (Printout provided by the counselors.)
2. Fill out the Registration Worksheet completely with eight periods and alternates. Refer to the class schedule to choose teachers and periods. A current class schedule can be found on the Orem High School web page www.oremhightschool.com.

Choosing classes with "CLASS CHOICE":

1. Go to www.oremhightschool.com and click on the CLASS CHOICE button. Follow the directions. If you do not have internet access the school computer lab will be available.
2. These are instructions that will appear on the class choice screens. Please familiarize yourself with them:

1st Screen

To login to Class Choice please use your School ID and your Birthday.
For example, if your Student ID is 123456 and your Birthday is 01/02/1991

User ID: 123456

Password: 1/2/91

2nd Screen

READ ALL INSTRUCTIONS

Check your graduation requirements on the right side of the page. This is just a guide and may not match up exactly with your graduation requirement sheet that you receive from your counselor.

You may make changes to your schedule based on course availability. **CAUTION: If you are in a class that is full or overloaded, you may not be able to get back into this class once you drop it.**

TO CHANGE OR ADD A CLASS:

1. Click on "Edit" under "Period" in your schedule on the left side (beside the class you want to change).
2. Click on the "Drop-Down" arrow next to the class you would like to change. This will display courses for that period and semester that are available to you according to prerequisites and grade level. Only classes available to you will be displayed.
3. Click on the class you would like to take. The new class will now be listed.
4. Click on the "Save Changes" button - the class change is now made.
5. When registering for the first time fill in 1st semester classes first and then fill in 2nd semester classes.
6. It is highly recommended that you complete your schedule with all 8 periods.

2nd Screen (Continued)

Special instructions:

- If you want to be a **Teacher's Aide or Office Aide**, you will need to leave that period blank. Then obtain the teacher's approval and turn the note into the registrar, Mrs. Wimmer, in the counseling office by May 1st.
IF YOU DO NOT SEE A CLASS LISTED:
 - 1. Check the Master Schedule in the "Class Finder" at the top of the page to be sure the class is offered during that period. For course description **click here**, to go to the OHS course catalog and schedule.
 - 2. The class **MATC classes** require you to fill out an on line application plus call or visit MATC. See your counselor for more information on how to register for the class. Registering for the MATC courses are not in the online grade book.
 - 3. You have until the end of the semester in May.
 - 4. You can put **MATC** in your schedule to hold the slot, but you will need to enroll with MATC before you are officially enrolled in the class.
 - 5. The class is limited to only 10 students.
 - 6. You are not on the audition list for that class.
 - 7. The class cannot be repeated or you are currently enrolled in the class.
 - 8. It is a full year class and you cannot add the class at the semester.
- All addition and application classes** require that you are on the teacher's approved list BEFORE you will be allowed to register for the class. Come to the counseling office if you have questions.

You need to see a counselor to take a course such as a TA, Office Aide, CO-OP, or before/after school classes.

UVU Distance Education Classes follow a different schedule. Monday, Wednesday, Friday classes are placed on the students schedule under A day and Tuesday, Thursday classes are placed on the students schedule under B day. When signing up for a UVU course, such as HIST 2700 on A day you must put on the opposite day, B day, the UVU Study class or another UVU class that meets on Tuesday, Thursday.

Be sure that you **print a copy** of your schedule after you have entered it into the class choice program.

REGISTRATION SCHEDULE

CLASS CHOICE will open for next year's seniors on Monday, March 23, at 5:30 pm and will close on Monday, March 30 at 7:30 am. It will be turned off each school day from 7:45 am to 2:15 pm.

The Computer Writing Lab will be open on Monday, March 23 and Tuesday, March 24, from 5:30 pm to 7:30 pm for students without access to the internet.

The counselors will also be available before and after school if you have questions or need help. with