

2020-2021 Course Registration

1. Log into Infinite Campus using your student ID and password. Select MORE at the bottom of the menu that is found on the left hand side of your screen.

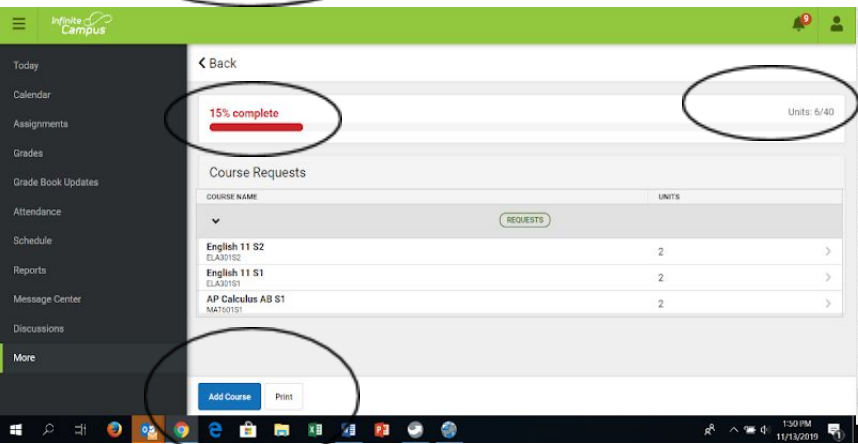
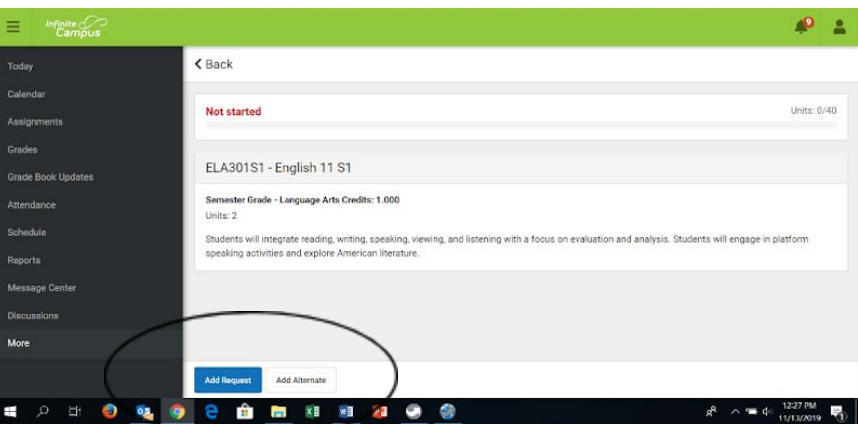
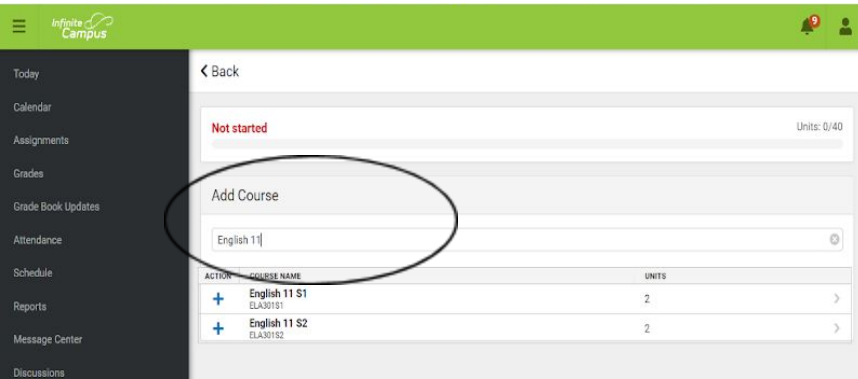
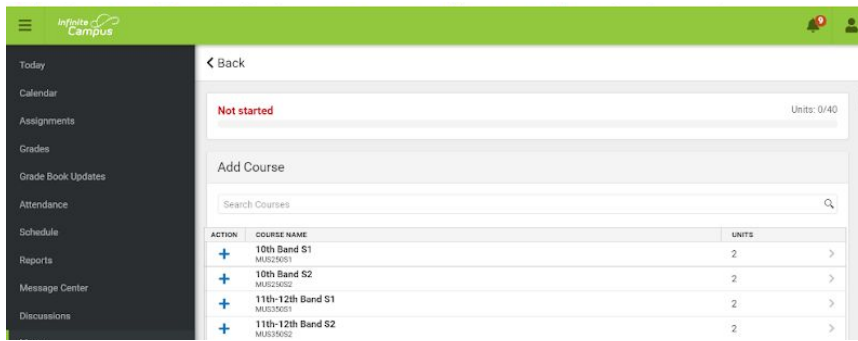
2. Select Course Registration

3. Select 20-21 Ankeny High School

4. Select Add Course

The screenshots show the following interface elements:

- Screenshot 1:** Infinite Campus / Portal Access. URL: campus.ankeny.k12.ia.us. Left menu items: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Reports, Message Center, Discussions, More.
- Screenshot 2:** Infinite Campus. URL: campus.ankeny.k12.ia.us/campus/nav-wrapper/student/portal/student/general-info/course-registration. Left menu items: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Reports, Message Center, Discussions, More. Right menu items: More, Address Information, Assessments, Course Registration, Demographics, Family Information, Lockers, Transportation, Online Registration.
- Screenshot 3:** Infinite Campus. URL: campus.ankeny.k12.ia.us/campus/nav-wrapper/student/portal/student/general-info/course-registration. Left menu items: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Reports, Message Center, Discussions, More. Main content: Course Registration Enrollments, 20-21 Ankeny High School.
- Screenshot 4:** Infinite Campus. URL: campus.ankeny.k12.ia.us/campus/nav-wrapper/student/portal/student/general-info/course-registration/260. Left menu items: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Reports, Message Center, Discussions, More. Main content: Not started (Units: 0/40), Course Requests (No course requests), Add Course button.



5. Enter the courses that you are requesting for the 2020-2021 school year.

- Make sure to request Sem 1 and Sem 2 of yearlong courses.
- Make sure that you are requesting 6 credits for each semester.
- Make sure to request PE for both semesters.
- Make sure to request Alternates.

You can search for courses by scrolling through the list of courses or you can type in the course name in the *search courses bar*. Be sure to select "Add Request" or "Add Alternate".

Once you add the request choose "back" to enter your other courses.

6. Once you have completed entering all of your courses and alternates, you will need to print your course request and have it signed by a parent/guardian.

NOTES: Do not pay attention to the % complete or the Units. Just remember to have 6 credits each semester, PE, and alternates selected for your requests.