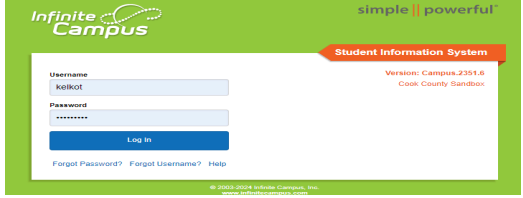


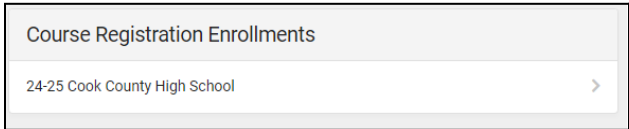
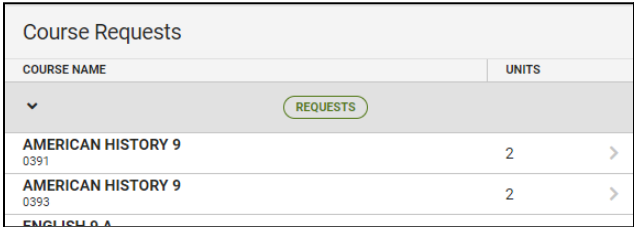
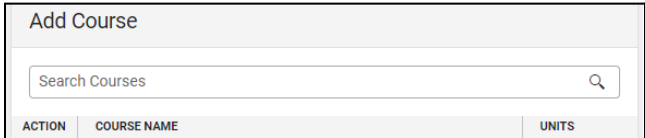
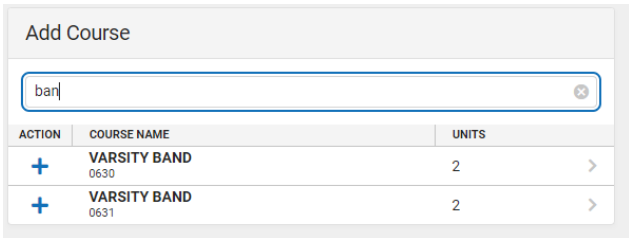
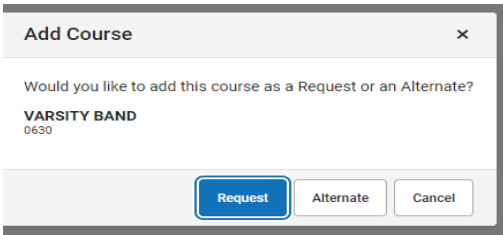
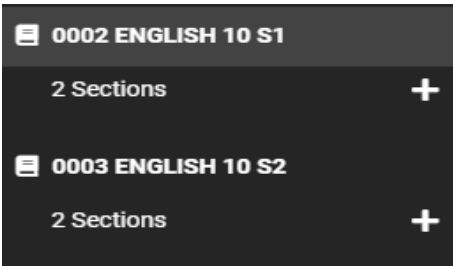
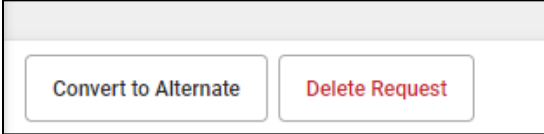

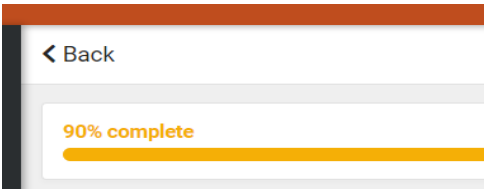
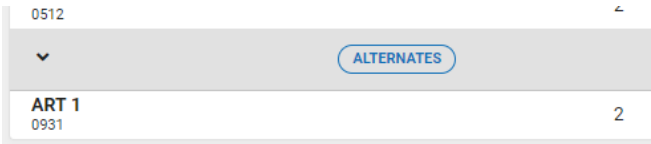
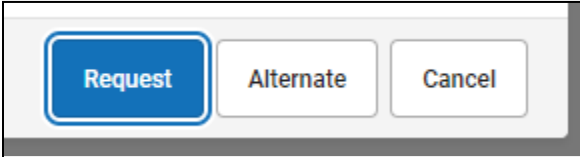


Registration Instructions for Infinite Campus Student Portal

The students can register and request their courses next year using the Infinite Campus Student Portal.
2024-2025 School Year registration closes 3/29/2024.

If you do not remember your Username or Password, please contact Jill Boen at jboen@isd166.org

1. Log into Infinite Campus Student/Parent Portal. This will bring you to your main student portal page.	
2. Under the index menu (three lines at the upper left-hand corner of the screen), choose the More option at the bottom.	
3. Find and select Course Registration .	
4. Under Course Registration Enrollments, click on 24-25 Cook County High School .	
5. Any required courses have been pre-registered for you and will be listed in the Course Requests list.	
6. At the bottom left of the page, click the Add Course button. A search course bar will appear.	
7. Using your Course Request worksheet, enter the Course Name or the first few letters of the Course Name. As Course Names appear, make sure to choose the Course Name with the same Course Number you have written down.	
8. Once your course appears, there are two ways to request a course. a. Click on the plus sign + by the course and click Request or b. Click on the course, then click Add request in the bottom left	

<p>9. Repeat these steps until you have recorded all your selections; be sure to request both semesters for a year-long course.</p>	
<p>10. If you would like to change a requested course to an alternate or delete a course from your Course Requests, click on the course and in the bottom left of the screen click Convert to Alternate or Delete Request</p>	
<p>11. Check the “units” you have registered for to be sure you have at least 32 units. When you have registered for an 8 period schedule, the progress bar should indicate 32 units.</p>	
<p>12. To review your list of course requests, click the Back button above the progress bar.</p>	
<p>13. You are strongly advised to request alternate courses. These courses will be added to your schedule in the event your first-choice class is canceled or full. If you do not list alternate courses, and a class is canceled or full, you will be placed in an alternate course.</p>	
<p>14. To add Alternates, repeat steps 7 and 8 and select Alternate instead of Request</p>	
<p>15. YOU ARE DONE! There is no “SAVE” button, so you can log out now.</p> <ol style="list-style-type: none"> Requests will automatically be saved in Infinite Campus until the window closes. Once our registration window closes, you will not be able to see your requests. You can share with your parent or guardian the requests by logging into Infinite Campus or sharing the saved copy 	