

Levittown Public Schools Tutorial

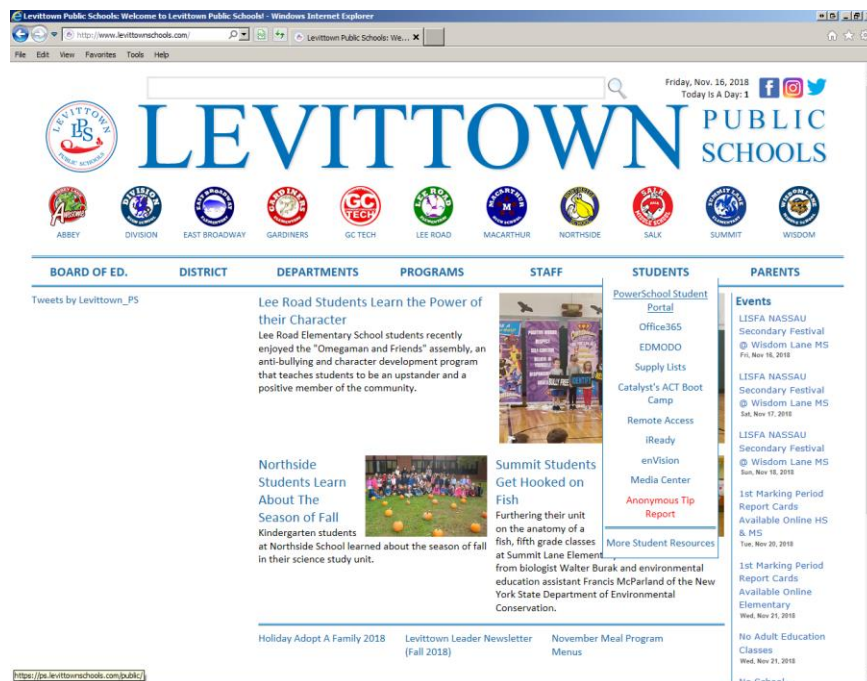
Student Entry of 6th Grade On-Line Course Requests

Version: 1.0
11/30/2018

Purpose: This document contains the steps for **current fifth grade students** to enter their sixth grade course selection for the upcoming school year.

From the Levittown Public Schools homepage

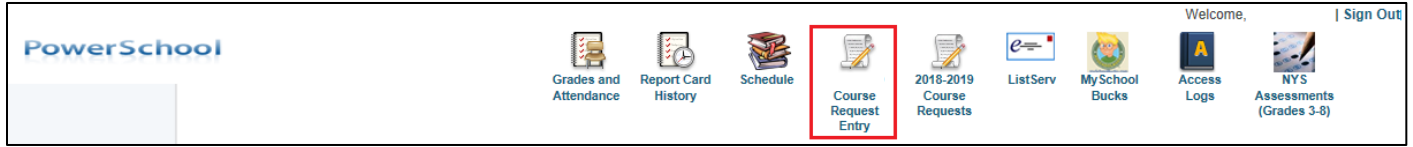
1. Select PowerSchool Student Portal link under STUDENTS.



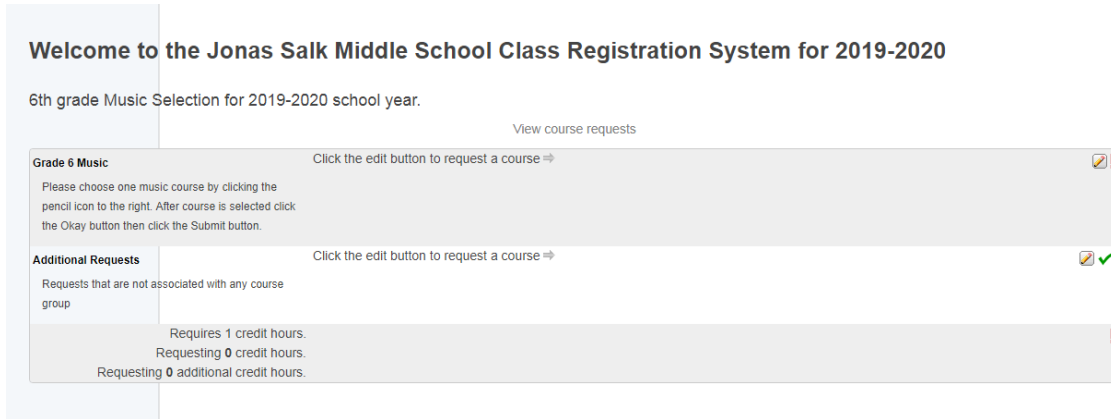
2. Enter the same **student username and password used in school** on the PowerSchool Student and Parent Sign In page.



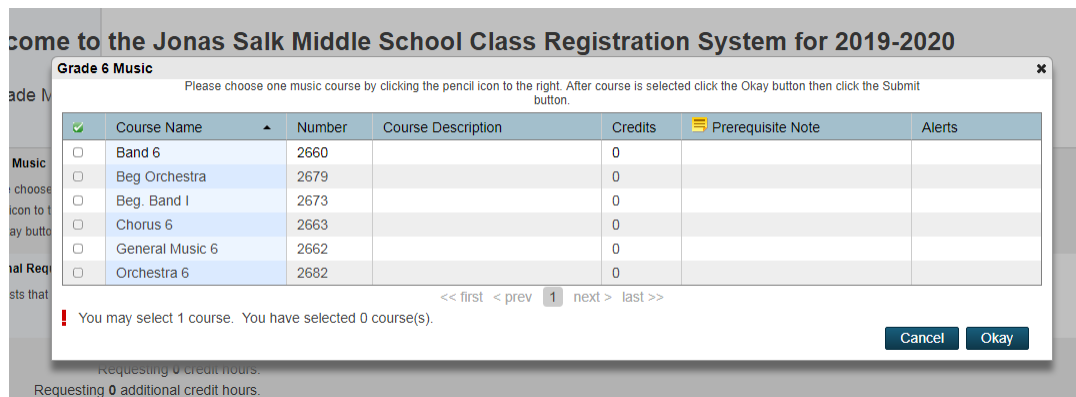
- Click on the 2019-2020 Course Request **Entry** icon at the top of the portal page.



- Choose your sixth grade music course by clicking the pencil icon on the right. Other courses pre-selected may display on the page by the Additional Requests. A red exclamation indicates a required course has not been selected yet. A green check indicates a course has been selected or is not required.

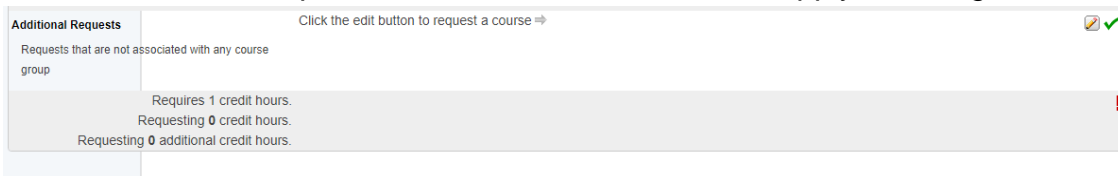


- Check the box to the left of the music course you would like to register for. Click the Okay button when finished choosing desired course(s).



- Confirm the correct course names appears on the request screen for each subject area

- Disregard the bottom of the request screen. Credit hours do not apply for this grade level.



- Click **Submit** on bottom right of screen.