

Incoming 9th Grade Students Course Selection for Class of 2026

1. Go to: <http://merislandschools.org/faskyward> to obtain the log in screen. Log into Family Access (logins/passwords are case sensitive) using the student's login credentials. Windows users should use the Internet Explorer version 9 or current version of Firefox or Chrome. Mac users should use the Safari browser version 5 or above or current version of Firefox or Chrome.

Note: your Login is made up of the first five letters of your last name, the first three letters of your first name and then three digits. **If your last name does not have five letters, there will be spaces in your login!** Likewise, **if your first name does not have three letters, there will be spaces in your login!** ***The login credentials must belong to the student to access the appropriate screens.***

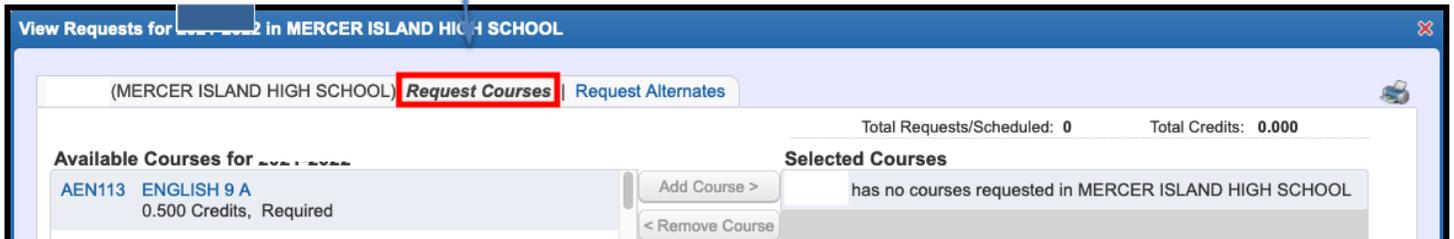
3. Once the student has logged in, on the left hand-side menu click: **Schedule**



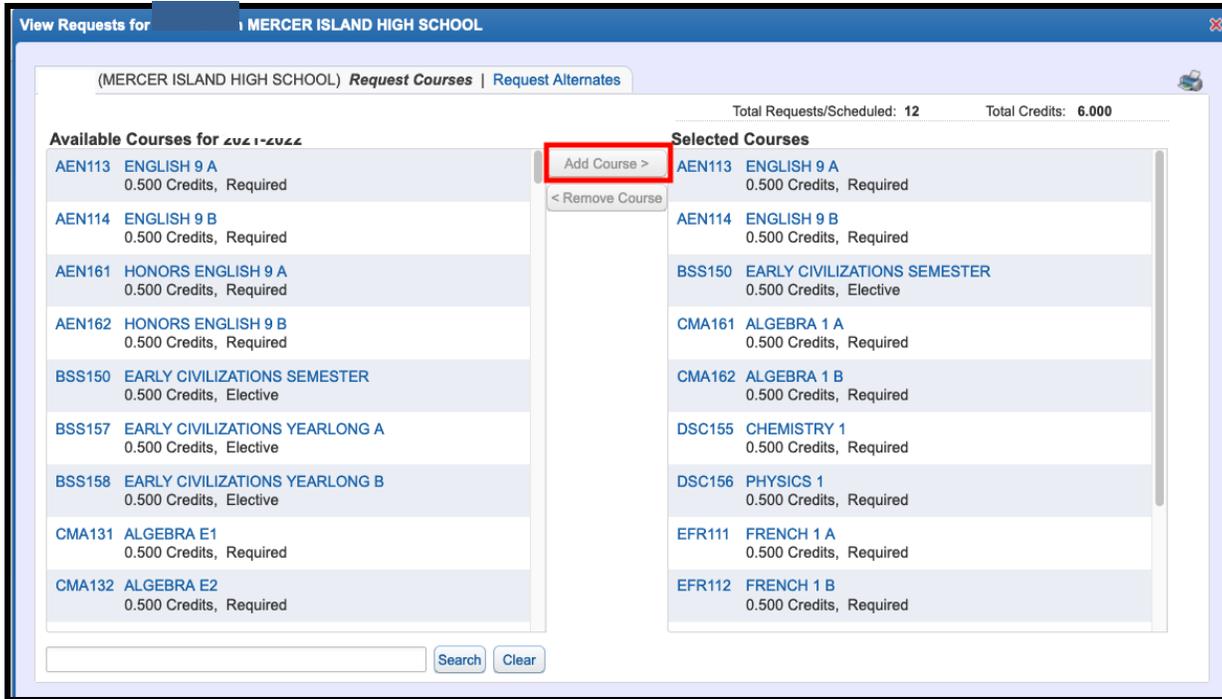
4. In the Course Requests box, click the link: **Request Courses for 2022-2023 in MERCER ISLAND HIGH SCHOOL**



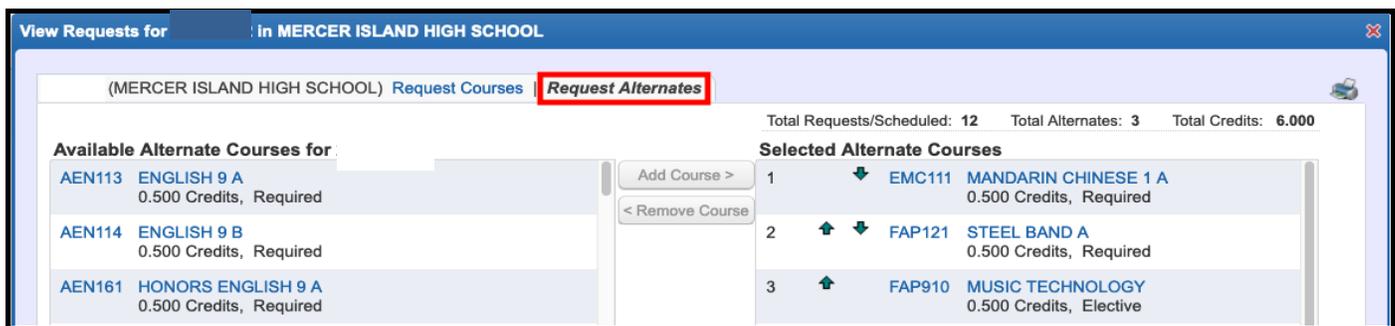
5. At the top of the screen you have two options: Request Courses and Request Alternates. Click: **Request Courses**.



6. In the 2022-2023 Available Courses screen **highlight your desired course** in the left-hand column. Then click the **Add Course** button to move the course to your **Selected Courses** list in the right-hand column. Do this for each course request. Because some classes are year-long, and others are only one semester, **watch the total credits** to determine you have selected the appropriate number of classes. 9th graders should have 6.0 total credits.



When this is complete, **select the Request Alternates** link to select 3 alternate electives. Again, highlight the appropriate course and **select Add Course** to move it from the **Available Alternate Courses** list to the **Selected Alternate Courses** list. The alternates will prioritize as you select them, you can change the priority by highlighting the course and using the Move Up or Move Down buttons.



Every effort is made to place students into their first choices for electives, but because of scheduling constraints and the possibility of requests exceeding capacity, alternates are required.

7. When your requested course selections are complete, click the **printer icon** to print out a copy of the requests for your records.

View Requests for in MERCER ISLAND HIGH SCHOOL

(MERCER ISLAND HIGH SCHOOL) [Request Courses](#) | [Request Alternates](#)

Total Requests/Scheduled: 12 Total Alternates: 3 Total Credits: 6.000



8. **Remember to log out.** The Exit button is located in the upper right-hand corner of the screen.