

**Torrance High School
Rising 12th Grade Year
PowerSchool Course Request Instructions**

All students must log in to their PowerSchool account and request their classes for next year. Please follow the directions listed below.

(Course Descriptions: Go to the Torrance High School website and click on the Academics tab and then select the Course Description Handbook link.)

1. Login to Torrance.PowerSchool.com using your school ID number and eTUSD password.
2. On the left hand side look for and click on “Class Registration”.
3. Starting at the top, review the information provided.
4. Next, review the sections, each represents a subject/course group to choose from. Sections with **RED “!”** indicate you **MUST** choose one course from the section.
5. To the far right of the section/course group title, click on the pencil icon and a list of available courses will appear.
6. Review the available courses and click on the empty white box to the left of the course name. Click here to choose this course & turn the box into a checkbox.
7. Finally, scroll to the bottom of the window & click Okay.
8. Repeat in other section/course groups, once you have chosen 6-8 classes. You may save your choices by scrolling to the bottom and clicking the Submit button.

Screenshot of PowerSchool Screen:

The screenshot shows the PowerSchool SIS interface for class registration. The top navigation bar includes the PowerSchool SIS logo and user information: "Welcome, Christina-Hum | Help | Sign Out". The left sidebar contains a "Navigation" menu with options like "Grades and Attendance", "Missing Assignments", "Grade History", "Attendance History", "Teacher Comments", "School Bulletin", "Class Registration" (highlighted), "My Schedule", "School Information", "Score Reports", and "Pearson Courses". Below the navigation menu are links for "District Code" (TCXN), "Download on the App Store", and "Get it on Google play".

The main content area is titled "Welcome to the Torrance High School Class Registration System for 2023-2024". Below the title, a message states: "12th grade students MUST request at least six (6) classes if you currently have less than 150 credits. If you have 150 or more credits, then you may request 5 or more classes. Select classes carefully. Program changes are limited. Every effort will be made to place students in their first choice classes. All classes, unless otherwise indicated, are year-long." A "View course requests" link is provided.

The course selection table is as follows:

Course Group	Action	Status
12th Grade English	Click the edit button to request a course	Warning (Red !)
12th English Elective	Click the edit button to request a course	Success (Green checkmark)
12th Grade Math	Click the edit button to request a course	Success (Green checkmark)
12th Grade Science	Click the edit button to request a course	Success (Green checkmark)
12th US Govt/Economics	Click the edit button to request a course	Warning (Red !)

TIPS:

*To reset course selections click on "Course Selections"
You must click the "Submit" button to finalize selections.*

Counselor Notes:

You may make adjustments to these requests until **February 23rd**. After this date you must email your counselor for any changes.

IMPORTANT INFORMATION REGARDING SUMMER ENROLLMENT

Please be aware of the TUSD Board Policy regarding classes taken through outside educational institutions.

The TUSD school board policy allows students to earn up to 40 credits for advancement toward graduation through outside educational institutions over the four years. However, courses are limited to a maximum of 10 credits per academic discipline (English, Social Studies, Science, Mathematics, World Language, PE, Fine Art, etc.) if they will be applied towards graduation requirements.

Students who want to take a summer class for advancement **must submit a completed Correspondence Course Pre-Approval Form to their counselor by March 31, 2023.**