

# Entering 2016-2017 Course Request in Skyward Student Access

1

Course Request for the 2016-2017 school year can be accessed from the DPISD website (dpisd.org). On the Home Page, Go to Skyward Family/Student Access listed under the Site Shortcuts section on the top right. Click on the Skyward Student Access link.

2



Sign on to the system with your DPISD Skyward student access account information.

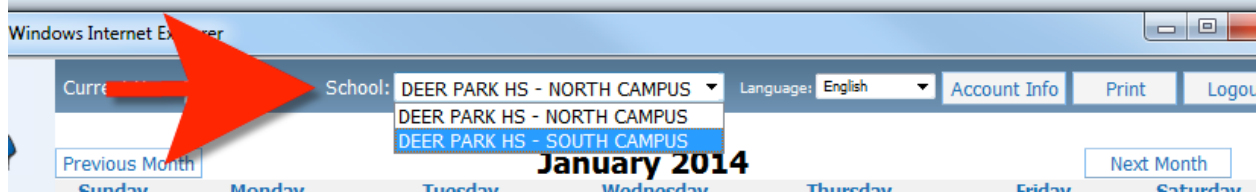
Login ID = Last Initial + First Initial + Student ID#  
Example: wb12283

Password = Birthdate (2 digit month/2 digit day/2 digit year)  
Example: 042595

Click **Sign In**.

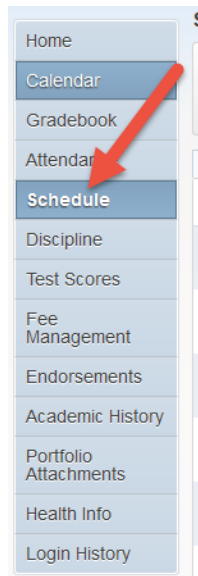
3

**For North students only**, at the top, you must change the school to South Campus before moving to step 4.



4

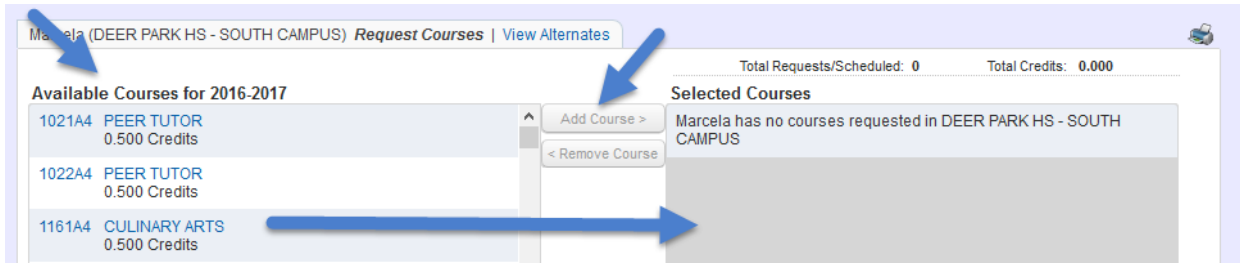
1<sup>st</sup> - Choose Schedule in the left column.



2<sup>nd</sup> - On the left there is the link for **Request Courses for 2016-2017 in DEER PARK HS – SOUTH CAMPUS**. Click the link.



- 5 Courses available for your grade level are listed on the left. Use the search bar at the bottom to find the course you are looking for. Once you find your course click on **Add Course** in the middle section to move the course to your list on the right. The 2<sup>nd</sup> semester to your course selection will automatically be added.



## SEARCH BAR



## 6 Tips for using the Search Filter:

- Type only the first 2-3 letters of the course you are looking for. Try using 3 letters and then 2 letters if you still do not find your course. All athletic courses can be found using PE as the search.
- All athletic courses will ask you if you also want the co-requisite course which is 2<sup>nd</sup> semester. If you want to request the course 2<sup>nd</sup> semester, answer ok. If you do not want to request the course 2<sup>nd</sup> semester, answer Cancel.
- If you do not get the co-requisite prompt, it means that the class is only a one semester course. You must pick another 1 semester course for the opposite semester. The fourth digit in the course number determines what semester that course is offered. 1<sup>st</sup> Semester = 1 / 2<sup>nd</sup> Semester = 2

**Do not select Alternate courses.**

- 7 After selecting and completing your course request, click on the printer at the top right to print your course request.