



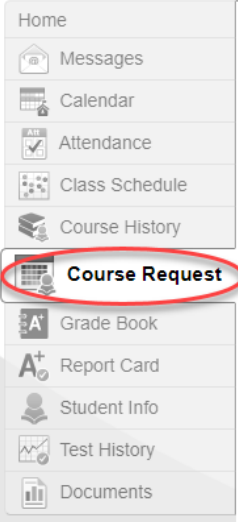

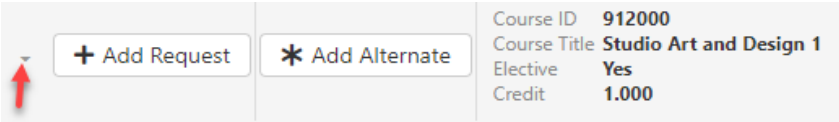



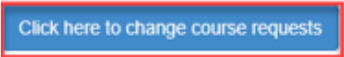
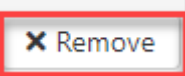
SIS Course Requests for 2024-2025

This document will guide students through the process of selecting Course Requests online in StudentVue accessible only through a web browser. While students may request courses, the school's Student Services team will approve all selections.

The date range the Course Selections process is available in SIS is January 2, 2024 – March 12, 2024. Students will meet individually with their counselor to review and lock in their course selections.

Explore information on [SIS StudentVUE](#) accounts:

- Account Recovery Service for forgotten passwords
- For students new to the SIS StudentVUE account there is also a Video Tutorial for basic navigation

How to:	Steps:						
Log On	<ul style="list-style-type: none"> • Login into StudentVue: <ul style="list-style-type: none"> ◦ https://sisstudent.fcps.edu/SVUE/Login_Student_PXP_OVR.aspx 						
Navigate to the Course Request area	<ul style="list-style-type: none"> • On the left side bar, select "Course Request" 						
Change Course Requests	<ul style="list-style-type: none"> • To begin, click the blue button "Click here to change course requests"  <ul style="list-style-type: none"> • The search field filter will appear on the screen 						
Search for Courses	<ul style="list-style-type: none"> • Courses can be searched by typing in the Search Courses box. • Course ID's make a difference! Use the Course Selection Sheet to ensure you are selecting the correct course ID. • The Course Catalog description can be viewed by clicking the triangle next to the buttons in the search results pane  <ul style="list-style-type: none"> • Courses that match the student's current schedule in 2023-2024 are indicated as Currently enrolled in the comments column 						
Select desired courses	<ul style="list-style-type: none"> • Click Add Request (for core classes) and Add Alternate (for electives) next to the desired courses in the search results  <ul style="list-style-type: none"> • To save the selections click  <ul style="list-style-type: none"> • Selected Course Requests will display in Course Title alpha order 						
Alternate Requests	<ul style="list-style-type: none"> • Search as above • Click Add Alternates to select a course that will be used in the event a first choice Course Request elective is not available  <ul style="list-style-type: none"> • In preference order select 2 electives to add as alternates <p>Note: Alternate requests need to be added in order of preference (to change an order – delete all alternates and add back in order of preference). Please do not select more than 3 alternates.</p>						
Remove Course Requests	<ul style="list-style-type: none"> • To begin, click the gray button "Click here to change course requests"  <ul style="list-style-type: none"> • Click the remove button next to the courses to be removed  <table border="1" data-bbox="447 2697 883 2915"> <thead> <tr> <th>Action</th> <th>Course</th> </tr> </thead> <tbody> <tr> <td></td> <td>Course ID 116083 Course Title English 12 Elective No</td> </tr> <tr> <td></td> <td>Course ID 116099 Course Title English 12 Elective No</td> </tr> </tbody> </table> <p>Note: Courses that are locked can only be edited by the student's counselor in the Student Services Office at school.</p>	Action	Course		Course ID 116083 Course Title English 12 Elective No		Course ID 116099 Course Title English 12 Elective No
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