Infinite Campus On-Line Registration 2022 – 2023

Electives Only

Please use the following steps to guide you through the On-Line registration process:

1. Students Sign on to Infinite Campus
2. Students have the opportunity to review the academic selections set by the middle school teachers, counselors and administration.

If a parent would like to make change to the academic recommendation, please complete the Course Request Change Form 2022 – 2023 no later than March 25. This form is located under registration on the school website.

If the student or parent would like to change an elective, you may do so until March 25. Elective changes can be made any time throughout the registration process.

3. Step-By-Step directions along with visuals are shown below.
4. If you have, any questions please feel free to reach out to Ms.Sims or your counselor.
5. For students who are enrolling into the 9th grade we will have someone available to assist you the night of the Freshman Expo if you need any assistance. You may also print your request in advance and bring with you to the Expo.

Thank you!
STEP 1:

Username - first initial of first name, first initial of last name, lunch number
Password – date of birth (ex: 022708)

STEP 2:

Click on More
STEP 3:

Click on Course Registration

STEP 4:

Click on 22-23 Chapel Hill High School
STEP 5:

Classes that you see here are samples of what your teachers have selected for you. You may submit a **Course Request Change 22-23**. The Form is located on the school website under registration.

STEP 6:

Click on **Add Course**

In the search type the course, you are looking for. Once you find the course click on the plus +.
STEP 7:

(1) Click on Add Request. This will add your request.
(2) Click the Back to select another request.

You will select 4 elective courses for your request.
You will need to add 2 alternate request once you complete your request.

STEP 8:

You will complete Step 7 until your schedule shows 100% and your units equal 16/16. If you have more than 16/16 you will need to take a course away.
Click the Back once you have confirmed everything is correct in the circles.
STEP 9

- You have successfully completed your course registration.
- If there, is an academic class or a class that you would like to change and are unable to do so, please complete the **22 – 23 course request change** form located on the school website.
- Deadline for course change request is March 25 at 4:00 PM.