



Online Course Selection

Montgomery High School

1016 Route 601, Skillman, NJ 08558

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All Parents and Students with an account to Parent or Student Resources will be able to make course requests for the 2022-23 school year. If you cannot login or see the screen described below please email jvelez@mtsd.us with an explanation of the problem you are experiencing.

Procedure to make online scheduling request:

Step 1: If you have more than one student in the district select the one for whom you wish to make a scheduling request

Step 2: Click on **Scheduling**

Step 3: Use the **Request** tab to review and make scheduling requests. This tab will only be available during the Open Request period

Step 4: Clicking on the **Request a course** link will bring you to the **Course Catalog** screen to make your selection.

Note: If a teacher has made a recommendation you will see a red apple icon in the **Requested By** column.

Please visit the MHS website and use the link to review course descriptions in the 2021-22 Program of Studies.

Step 5: Use the drop down menu to set a **Priority** for the your selection.

Step 6: Use the **Request a course** link to make your selection

Step 7: Once a course is selected, you will see the item on the request screen. You can delete and select again if you change your mind prior to the end of the Open Request period

Genesis Parent Resource Scheduling Requests page. The page shows a message: "Thank you for submitting your requests. These requests will be reviewed with your counselor before being finalized. These requests will be used to create the school schedule. They do not reflect a students schedule." Below the message, it says "Choose courses to request below:" and lists "Next Year School: Montgomery High School" and "Next Grade Level: 12". There are three sections: English Subject Area, Math Subject Area, and Science Subject Area, each with a "Request a course" link.

Genesis Parent Resource Course Catalog page. The page shows a table for "Course catalog for English:". The table has columns: CODE, NAME, CREDITS, TYPE, GRADES, STATUS, PRIORITY, and a "Request This Course" link. The first row is highlighted: 14900 AP English 12 Literature and Comp, 5 credits, Advanced Placement, Grades 12, Status 1 (Highest), Priority 1 (Highest), and a "Request This Course" link. The second row is 14001 E12: It's All Relative/From Beyond The Boundaries, 5 credits, Grades 12, Status 1, Priority 1, and a "Request This Course" link. The third row is 14015 E12: It's All Relative/From Beyond The Boundaries, 5 credits, Grades 12, Status 1, Priority 1, and a "Request This Course" link.

CODE	NAME	CREDITS	TYPE	GRADES	STATUS	PRIORITY	
14900	AP English 12 Literature and Comp PREREQUISITES: A final grade of 85% in English Composition & American Literature 11 Honors OR a final grade of 90% in English Composition & American Literature 11 OR successful completion of English 11 AP Language & Composition	5	Advanced Placement	12	1	(Highest)	Request This Course
14001	E12: It's All Relative/From Beyond The Boundaries	5		12	1		Request This Course
14015	E12: It's All Relative/From Beyond The Boundaries	5		12	1		Request This Course

Genesis Parent Resource Scheduling Requests page. The page shows the same message as the first screenshot. Below the message, it says "Choose courses to request below:" and lists "Next Year School: Montgomery High School" and "Next Grade Level: 12". There are three sections: English Subject Area, Math Subject Area, and Science Subject Area. The English Subject Area section now shows a table with one row: 14900 AP English 12 Literature and Comp, 5 credits, Advanced Placement, Grades 12, Status 1, Priority 1, and a "Request a course" link.

COURSE	REQUESTED BY	PRIORITY	
14900 AP English 12 Literature and Comp		1	Request a course