

Good Afternoon

Below are the instructions for accessing the courses your student(s) is/are scheduled to take for the 2016-2017 school year. Please note that all 7th grade students for the 16-17 school year will receive their schedules at the Orientation on August 25th. Student schedules with period meeting times and instructor names will be posted at the end of the August on the portals.

Instructions

1. log onto your portal account
2. select a student (this step is not needed for the student portal)
3. click "assessments"
4. click "Parent Assessment Reports"
5. click "CSH Schedules" in the green field
6. click " 2016-2017" The schedule will appear in 5-8 seconds depending on your internet connection speed.

Courses are listed alphabetically.

If you want to change a course, please use the "2016-2017 Change of Mind Course Form, found on the Counseling Center webpage. Please follow the directions found on the form for submitting your request **no later than Tuesday, June 14, 2016 by 2:00 PM**. Below is the link to the Counseling Center webpage.

[Counseling Center webpage](#)

Thank you and have a relaxing summer.