

AJHS Online 8th/Rising 9th Grade Course Selection
Online course registration will open March 21st at 8:00 a.m.
and will close March 29th at 3:35 p.m.

Go to www.auburnschools.org

Click on INOW at the bottom of the screen.

Selecting your Course Requests:

- Step 1 – Log on using your AJHS user name and password.
- Step 2 - Find the Student Information tab on the left.
- Step 3 - Click on Requests.
- Step 4 - Click on Add.
- Step 5 - Enter the Course Number (Refer to your Course Request Form for the course number.)
- Step 6 - Click Search.
- Step 7 - Click in the box next to the course number under Results.
- Step 8 - Click Add.
- Repeat steps 4 through 8 to add each course you are requesting.

Deleting a Course: If you add the wrong course or change your mind, you will need to delete the course and add one in its place.

- Step 1 - Click in the box next to the course name.
- Step 2 - Click Delete.

Important information:

- Each student will choose 8 credits.
- If you are selecting a zero period class, you will end up with 9 credits.
- All courses are worth 1 credit unless otherwise specified as ½ credit courses.
- If you select one ½ credit course, you must select another to go with it.
- If you choose more than 8 credits, the scheduler will automatically and randomly delete the excess. Therefore, do not select more than 8 credits.
- If you select some ½ credits, you will end up with more than 8 courses. But, the total CREDITS must still add up to 8.
- You may make changes to your course requests as often as you like during the period that online course selection is open.
- Search only by Course Number. If you search by Course Name many different courses will appear and they will not be courses you are eligible to take. In addition, you may get confused. 😊

When you have completed the online course selection, return your 9th Grade Course Request Form to the box outside of Mrs. Pickens' office in the main office by April 2nd at 3:35 p.m.