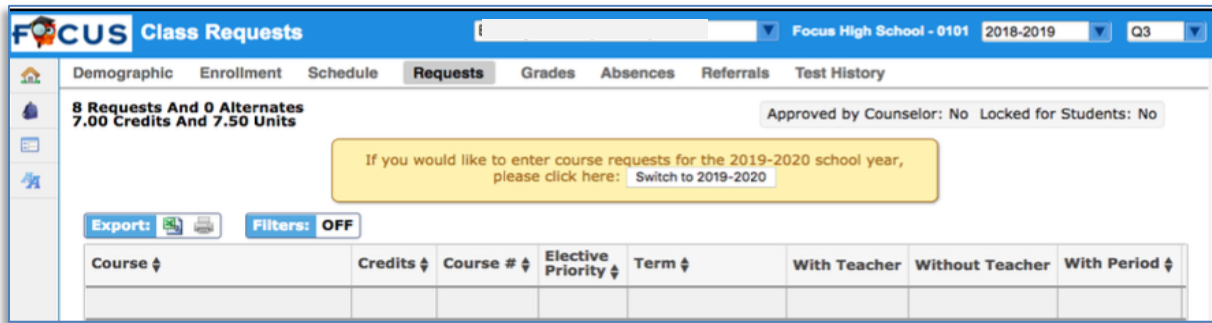
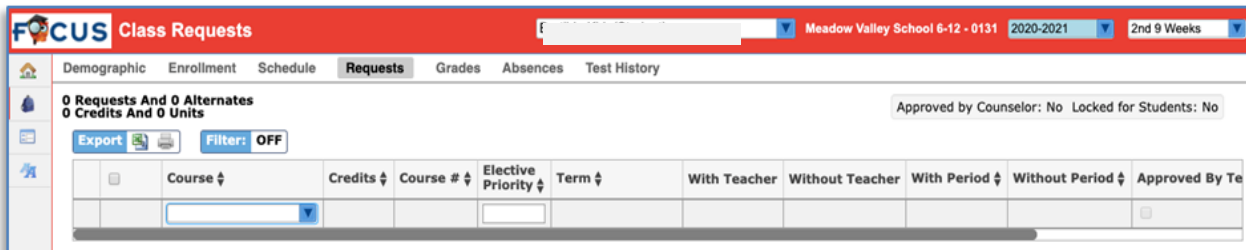


Lake Gibson Middle School - Class Request Instructions

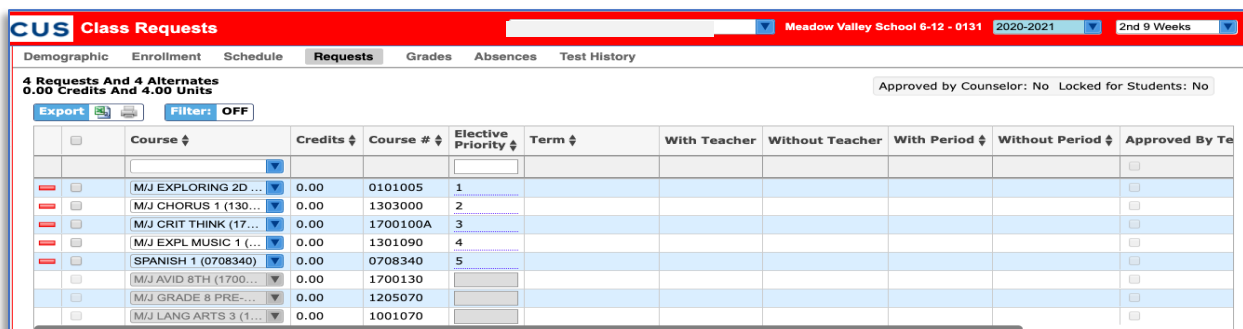
1. Log into the **Student** Portal, using Classlink.
2. You'll be prompted to enter your username & password.
3. Go to the backpack icon on the left labeled My Information
4. Go to Class Requests
5. Click on the yellow banner



6. Click in the elective drop-down box and scroll through the list to find the courses you would like to request.



7. choose at least 5 classes.
8. Rank them using the dropdown box to the right of each class.



- You must “enter” to save each request.
- If a course needs a pre-requisite, and you do not have the requirement met, you may see an error box and you must click cancel to move on to select another course.

Important: Students will be scheduled into their elective choices as much as possible.

Elective choices are not guaranteed.