

WILLIAM ANNIN MIDDLE SCHOOL

Next Year's On Line Course Requests Through "Home Access Center"

A link for HAC can be found at WAMS web site under Parents – "Home Access Center".
<https://www.spihost.com/HomeAccess2.1/?SiteCode=bts> Once logged into your HAC, look for the Course Request tab. That tab shows any elective course that is a possible offering for your student. When you **click the "Add/Edit Course" Selections tab**, you will only see courses restricted to your child's grade level for next year. Put a check in the box for "Request" next to your chosen course(s) and then hit "**Save**". Our 7th to 8th Graders will change several requests to "Alternates", please see below for further instructions. Limited courses are available for requesting. General grade level guidelines are listed below.

2011/2012 School Year for Current District Students - Online Requests

1. **6th to 7th** – Anyone who currently is in the Band/Orchestra/Chorus, **we** will automatically request the same for you for next year. You do not have to do anything for these. If you have not been involved in the Music Program but would like to join, simply check "Request" in front of Band, Orch or Chorus and save. All World Language selections from Grade Six will automatically be rolled to a 7th Grade level. Any student without a World Language selection in Grade Six and who is thinking of starting a language as a 7th Grader – please speak with your School Counselor. **Therefore no World Language selection is needed online.**
2. **7th to 8th** will see a number of request possibilities.
 - If you are currently in the Band, Orchestra and/or Chorus, you will automatically be entered into the 8th Grade section(s).
 - If you are currently enrolled in a World Language, that choice will automatically be entered for you at the 8th grade level.
 - Elective choices for students currently enrolled in a World Language will be scheduled as two half year courses. Elective choices for students without a World Language will be scheduled as four half-year courses.
 - All 7th to 8th grade students should first check six (6) half-year elective course requests. **Then change three of those, by way of the Alternate Pull Down, to "Alternate to Any Course."** Requests have more weight than Alternates. However, **no guarantees can be made as to which of the six elective course requests/alternates will be scheduled.**
4. Online requests will be open for update or change until **Noon on Tuesday, 2/15/11.** At that time we will close the requests and start to build sections and schedules accordingly. **No changes will be made after this date.**
5. If you have questions regarding the course request process, please contact, by phone or email, your student's School Counselor.