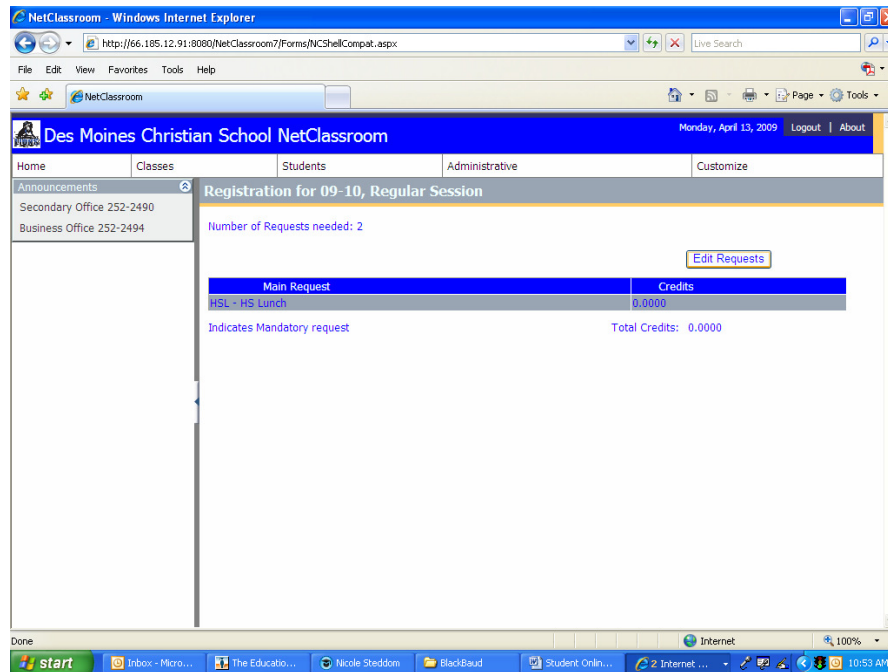


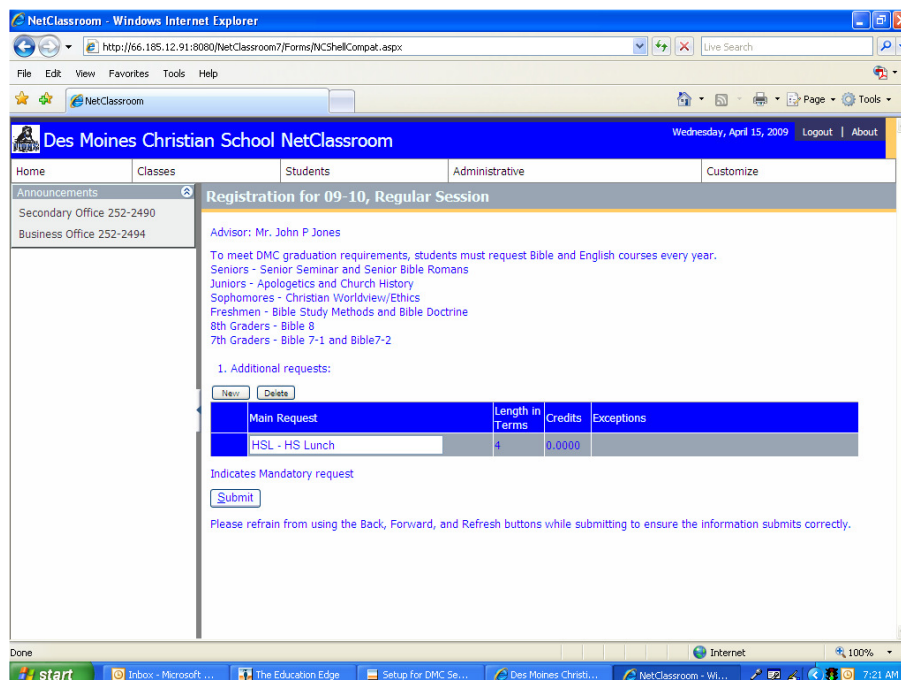
Students: Online Course Requests

You can now enter requests for the 2011-2012 school year. Incoming seniors and juniors will register from 04/08/11 to 04/30/11; incoming sophomores and freshmen will register from 04/12/11 to 04/30/11. Junior high students will be able to register 04/13/2011.

1. On any computer, go to the Des Moines Christian homepage (dmcs.org) and select the *NetClassroom* tab at the top of the screen.
2. On the *NetClassroom* login screen, enter your user ID and password. Please note, you must use the student id and password to make course requests.
3. From the **Classes** menu, select **Registration**. If you do not see **Registration** on the **Classes** menu, contact Laurie Zepp at 515-252-2490.



To add or edit course requests, click **Edit Requests**



4. All students must enter Bible and English requests.
5. Under **Additional requests**, you should complete your schedule by entering other course requests by clicking **"new"**.
6. In the **Main Request** column, click the binoculars to search for a course. Enter the first letter of the course name and then hit **"search"** for a list of options. If you are having trouble finding the correct course, please refer to the list of course names and course IDs listed on the home page.
7. After adding a request you must select **"new"** again to make your next request.
8. To delete a request, click on the line on the far left side to highlight the row and click **"delete"**
9. When you have finished entering requests, click **Submit**. If no exceptions are found, you return to the Registration page. If exceptions are found, an explanation of each exception appears in red by the request or in the **Exceptions** column of the grid and you cannot request that course.

If you cannot request a course you think you are supposed to request, contact Laurie Zepp.

10. After you have resolved the exceptions, click **Submit** again.

NetClassroom - Windows Internet Explorer

http://66.185.12.91:8080/NetClassroom7/Forms/NCShellCompat.aspx

Des Moines Christian School NetClassroom

Monday, April 13, 2009 Logout | About

Home Classes Students Administrative Customize

Announcements
Secondary Office 252-2490
Business Office 252-2494

Registration for 09-10, Regular Session

Edit Requests

Main Request	Credits
WW/ETH - Christian Worldview/Ethics	2.0000
ENG 10 - English 10	2.0000
HEA 1 - Health I	1.0000
HEA 2 - Health II	1.0000
HSL - HS Lunch	0.0000
INT MAT - Integrated Math	2.0000

Indicates Mandatory request

Total Credits: 8.0000

11. On the Registration Page review your requests in the grid.
12. You cannot edit mandatory requests (ie. lunch)
13. Students will not request Study Hall. If you have less than 8 courses requested per semester a Study Hall will automatically be added to your schedule.
14. You may return to the requests page by clicking **Edit Requests**.
15. Once all your requests are made, click **Submit** to save the changes.