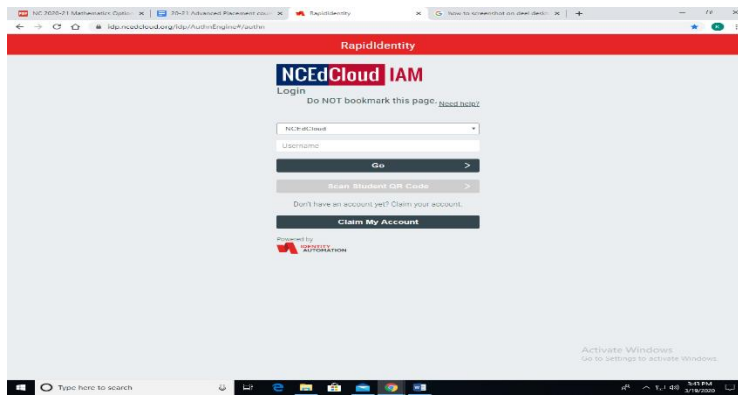


Riverside High School

2021 Online Course Registration Instructions

STEP #1: Students will login to the portal at my.ncedcloud.org.



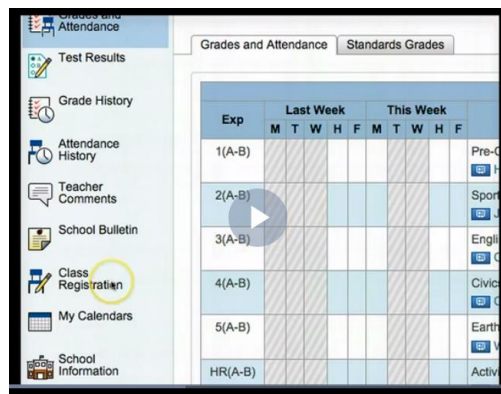
Tip: This is the same way that students access multiple apps (like school net) used by Martin County Schools.

STEP #2: Students then must click on PowerSchool Icon.

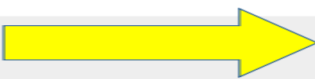


Tip: This is the same app you use to check grades.

STEP #3: Once you have logged into Power School; click "Class Registration" on the left of the screen.



Tip:



Look for pencil icon with red explanation mark. These are all the subjects you need to select courses for.

STEP #4: *The courses you are required to take, based on your grade level, will appear by subject on the next screen.*

- *Please proceed through each subject by first clicking on the pencil icon, selecting your preferred course and then clicking “OK”.*

Tip: As you select your preferred course and click “OK”; the **!** by the pencil icon should change to a **√**.

STEP #5: Repeat step #4 for each subject area. When completed, you will have green checks after every subject on your screen. At this time, you can click “submit”.

A word about electives and alternate courses:

- Elective courses are listed alphabetically
- There are multiple pages of electives
- The electives listed on the registration website are the electives offered at RHS. Not all courses listed in the registration guide are available at RHS.
- Alternate choices: You must select four. These should be different than the courses you identified as electives. These courses will replace your elective courses in the event you cannot take the electives you have selected. *In the event you do not select four separate alternate courses and are unable to get your preferred electives your courses may be selected for you.*

At this point you have successfully completed your course registration for the 2021-2022 school year.

Please keep in mind:

- Your school counselor is here to help you. Please don't hesitate to reach out to her if you have questions or concerns.

Your counselor is:

Karolyn Leavelle: Students with last names A – K.
kleavelle@martin.k12.nc.us

Jamila Riddick: Student with last names L – Z
jkimbrough@martin.k12.nc.us