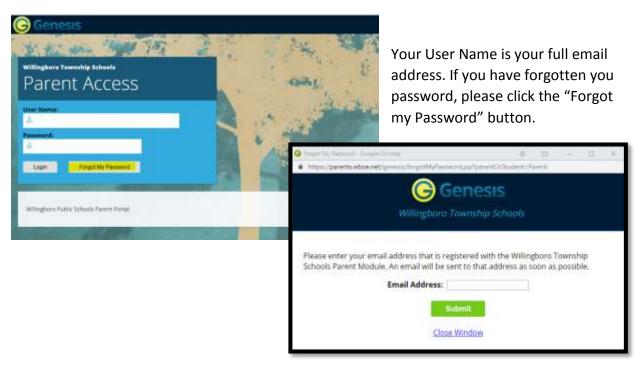
Next Year Request from Parent Portal

Overview

The parent can work with their child to make request for their next year courses.

Willingboro Pubic Schools Genesis Parent Portal can be found at:

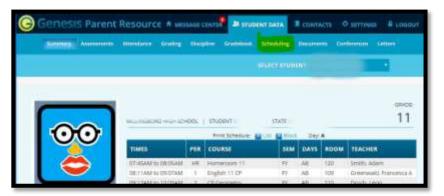
https://parents.genesisedu.com/willingboro

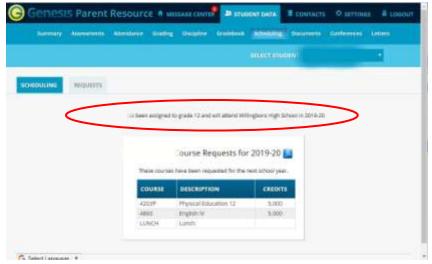


Enter your email address to request a password reset. The email will be sent directly to you. If you don't receive something after 10-15 minutes, please check your SPAM/JUNK folder. The email will come from Willingboro Genesis SIS "genesisadmin@wboe.net"



Once logged into the Genesis Parent Portal, you will start on the Student Summary Screen, which has your child's current information. Click on the "Scheduling" tab to start Next Year Request.





On the Scheduling Tab, you will see what school & grade your child has been assigned to for next year. If this is incorrect please contact your child's school counselor.

In addition to that, you may see any courses that have been assigned to your child.

To make a request, select the "Requests" Tab. The top of the screen will show their next

grade/school assignments.

You will also see the credits earned and credits needed for graduation. If you see a "Request a Course" button for a subject, you can then click that to get to the next screen, the "Course Catalog" screen, where the student can actually make the request:



The course catalog for the specific subject will have a list of courses currently offered for your child's next grade.

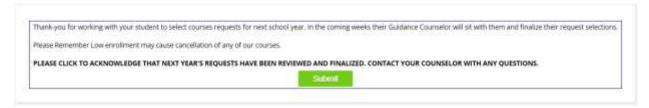
To select a course, click on the "Request This Course" button, you can select a "Priority" and leave additional comments for the school counselors.



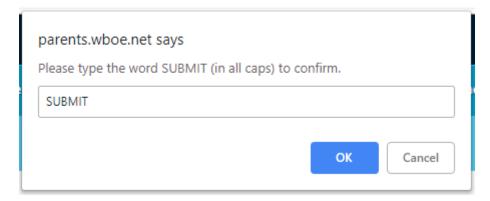
Once you have made your selection, the first screen will list the courses you have selected under each subject.



When you are done making all your requests, click the "Submit" button at the top of the screen to finalize your choices.



You will be prompted enter "SUBMIT" in all caps.



Screen will then show who/when the request was submitted.

