COMPLETING STUDENT COURSE REQUESTS – *students currently in 8th - 11th grade*

STEP 1:   **Log into the computer version of Tyler SIS**

Either go through the Tyler Portal on the district homepage

TYLER PORTAL

Oswego CUSD 308 School District

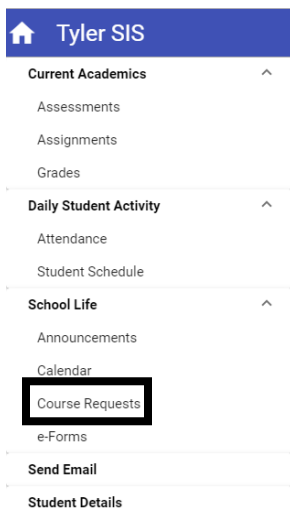| STAFF | PARENT | STUDENT |

User Name

Password

Forgot your student password?

Login

Please note that Student Course Requests cannot be completed on the Tyler App

STEP 2:   **In the menu on the left, click "Course Requests"**

Tyler SIS

Current Academics
Assessments
Assignments
Grades

Daily Student Activity
Attendance
Student Schedule

School Life
Announcements
Calendar
Course Requests
e-Forms

Send Email

Student Details

Courses that have been recommended by your teachers will appear in your Course Request list.

Course Requests

More	Requested Term	Assigned Term	Meets	SubjectCode	Section	Department	Course	Status	Actions
^	Year			1122		EN	English 2		▼
^	Year			2062		MA	Honors Geometry		▼
^	Year			3042		SC	Biology		▼
^	Year			4012		SS	Modern World History		▼
^	Sem-Any			9009		KW	PE Foundations		▼
^	Sem-Any			9301		KW	Health Education		▼

Expand All   Collapse All   Add Requests   Save

STEP 3: Add your Course Requests

Click "Add Requests"

Click "View Options"

Click "Subject Selection List"

Click "Next"

From the Subject Selection Lists menu, choose the list that matches the grade you will be in _Next Year_ (School Year 2022 – 2023)

Check the boxes next to the courses you would like to select

Click "Next"

Expand All	Collapse All			Back	Clear Selections	Next	Cancel

The Courses you select will appear in your Course Request screen. Click "SAVE"

		Meets	SubjectCode	Section	Department	Course	Status	Actions
			4012		SS	Modern World History		▼
∧	Sem-Any ▼		9009		KW	PE Foundations		▼
∧	Sem-Any ▼		9301		KW	Health Education		▼
∧	Sem-Any ▼		7041		FA	Drawing 1		▼
∧	Sem-Any ▼		7061		FA	Digital Arts Basics(Int to Design)		▼
∧	Year ▼		7305		FA	Concert Band		▼

Expand All	Collapse All	Add Requests	Save