

Course Selection in Home Access Center

2018-2019



Course selection

Today, you will choose elective classes for your 9th grade year.

You will choose these classes electronically on Home Access Center.

Open the internet and go to this link

<https://bit.ly/2C26De4>

Login

Please note: all user passwords are Case Sensitive

This Home Access Center website is used by multiple districts to allow parents to view their students' schoolwork and other information.

If the website cannot determine your school district, a district selection box will display above the login box. If you see the district selection box, please be sure to select the correct **district** before logging in.

Please contact your school district if you experience any problems while accessing your student's information.

Please enter your account information for Home Access Center.

User Name:

Password:

[Forgot My Username or Password](#)
[Click Here to Register for HAC](#)

Login

Use your H.A.C. login information

Username: firstinitial.lastname (example: J.Smith)

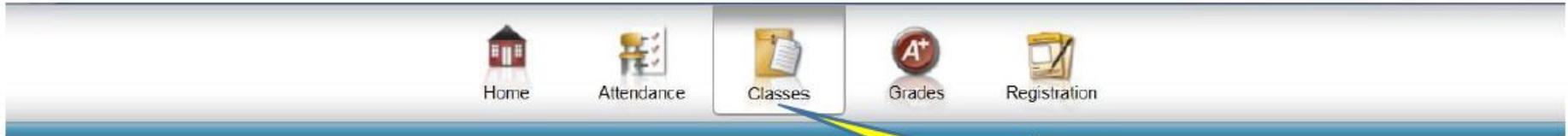
*if you have a common last name, your last name may have a number after it (for example, J.Smith2)

Password: Your network password (what you use to log into the computers at school)

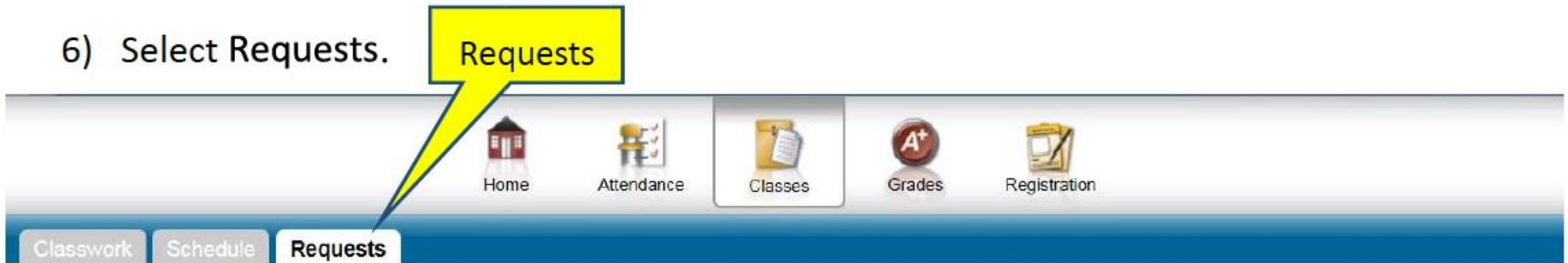
**First, we will request
primary electives.**

**Primary electives = your
top 3 elective choices.**

When HAC opens, click on the “classes” icon.
Then click on the “requests” tab.



6) Select Requests.



Scroll down to the department you are interested in. Click the “edit” button for that department

Department	Course	Credits	Alternate Credits
ART (ART)			 

Once you select a department to add a course request, another window will open with available courses

Select A Course Save Cancel

Department : FAMILY CONSUMER SCIENCE
Requested Credits : 0.0000
Alternate Credits : 0.0000

Course Status Key:  Required  Suggested  Locked  Incomplete Prerequisite  Alternate Request

Request	Description	Course	Credit	Alternate
<input type="checkbox"/>	 Advanced Clothing	FCSADVCL	1.0000	--- Make Course an Alternate --- <input type="checkbox"/>
<input type="checkbox"/>	Advanced Clothing- Ind. Study	FCSINDST	1.0000	--- Make Course an Alternate --- <input type="checkbox"/>
<input type="checkbox"/>	 American Cuisine	FCSAMCUIS	0.5000	--- Make Course an Alternate --- <input type="checkbox"/>
<input type="checkbox"/>	Career Connections	FCSCARCON	0.5000	--- Make Course an Alternate --- <input type="checkbox"/>

To select a course, click the check box under the request column



Request	Description	Course	Credit	Alternate
<input checked="" type="checkbox"/>	Advanced Clothing	FCSADVCL	1.0000	--- Make Course an Alternate ---
<input type="checkbox"/>	Advanced Clothing- Ind. Study	FCSINDST	1.0000	--- Make Course an Alternate ---
<input checked="" type="checkbox"/>	American Cuisine	FCSAMCUIS	0.5000	--- Make Course an Alternate ---
<input type="checkbox"/>	Career Connections	FCSCARCON	0.5000	--- Make Course an Alternate ---

**Once you have selected all of your regular requests for this department, click Save.

**Do not enter alternate courses at this time. Just your main choices!

Once you enter all you primary elective choices, please click save!

Select A Course Save Cancel

Department : BUSINESS
Requested Credits : 1.0000
Alternate Credits : 0.0000

Course Status Key: Required Suggested Locked Incomplete Prerequisite Alternate Request

Request	Description	Course	Credit	Alternate
<input checked="" type="checkbox"/>	Accounting 1	BUACCT1	1.0000	<input type="text" value="-- Make Course an Alternate --"/> <input type="text" value="--"/>
<input type="checkbox"/>	Accounting 2 Honors	BUACCT2H	1.0000	<input type="text" value="-- Make Course an Alternate --"/> <input type="text" value="--"/>
<input type="checkbox"/>	Advanced Programing	BUADVPR	1.0000	<input type="text" value="-- Make Course an Alternate --"/> <input type="text" value="--"/>

Save

Do this until you've added all your primary elective choices (3)

Now, we will enter your alternate requests.

Alternate = back-up courses (in case you don't get your first choice)

Scroll down to the department you want to select. Click the “edit” button for that department.

Department	Course	Credits	Alternate Credits
ART (ART)			<input type="button" value="Edit"/>



Selecting alternate courses

To select an alternate course, click on the check box under the “Request” column. Under the “Alternate” column, click on the pull down options and select Alternate to this Course. Then select the regular course request that you want this course to be an alternate to.

(picture on the next page)

Select A Course

Save

Cancel

Department : BUSINESS
Requested Credits : 0.0000
Alternate Credits : 1.0000

Course Status Key:  Required  Suggested  Locked  Incomplete Prerequisite  Alternate Request

Save

Request	Description	Course	Credit	Alternate
<input checked="" type="checkbox"/>	Accounting 1	BUACCT1	1.0000	Alternate to this Course: 
<input type="checkbox"/>	 Accounting 2 Honors	BUACCT2H	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Advanced Programing	BUADVPR	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	AP Computer Science	BUAPCOMP	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	AP Macroeconomics	BUAPMACR	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Business Law	BUBUSLAW	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Business Math	BUBUSMA	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Desktop Pub/ Web Page Design	BUDSKPUB	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Fashion & Hosp. Marketing	BUFASH	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Introduction to Business	BUINTRBUS	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Investment Management	BUINVMGT	0.5000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Keyboard & Word Processing	BUKEY	0.5000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Microsoft Office Applications	BUMOAPP1	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Programing Using JAVA (Python)	BUJAVA	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Sports & Ent. Marketing	BUSPORT	1.0000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Visual Basic	BUVISBAS	0.5000	-- Make Course an Alternate -- 
<input type="checkbox"/>	Wealth Mgmt & Fin. Lit.-Honors	BUWMFL	1.0000	-- Make Course an Alternate -- 

The option must be
"Alternate to this Course"

Click on a column heading to sort by that column. Note that requested courses will always list first.

Course	Credit	Alternate
BUACCT1	1.0000	Alternate to this Course: ▾
BUACCT2H	1.0000	--- Make Course an Alternate --- ▾
BUADVPR	1.0000	--- Make Course an Alternate --- ▾
BUAPCOMP	1.0000	--- Make Course an Alternate --- ▾
BUAPMACR	1.0000	--- Make Course an Alternate --- ▾
BUBUSLAW	1.0000	--- Make Course an Alternate --- ▾
BUBUSMA	1.0000	--- Make Course an Alternate --- ▾
BUDSKPUB	1.0000	--- Make Course an Alternate --- ▾
BUFASH	1.0000	--- Make Course an Alternate --- ▾
BUINTRBUS	1.0000	--- Make Course an Alternate --- ▾
BUINVMGT	0.5000	--- Make Course an Alternate --- ▾
BUKEY	0.5000	--- Make Course an Alternate --- ▾
BUMOAPP1	1.0000	--- Make Course an Alternate --- ▾
BUJAVA	1.0000	--- Make Course an Alternate --- ▾
BUSPORT	1.0000	--- Make Course an Alternate --- ▾
BUVISBAS	0.5000	--- Make Course an Alternate --- ▾
BUWMFL	1.0000	--- Make Course an Alternate --- ▾

Save

- Pre-Engineering (AEPREENG)
- Art 1 (ARART1)
- English 12 (ENG12)
- Pre-Calculus/Discrete Math (MAPRCALC)
- Aquatic Biology (SCAQU)
- American Gov & Econ Systems (SSAGES)
- Spanish 1 (WLSP1)

The option must be "Alternate to this Course"

Choose the primary class you would want the alternate course to replace if you cannot roster your first choice.

Clicking on a column header will sort by that column. Note that requested courses will always list first.

Repeat the alternate selection process until you have two alternate courses for each primary course you choose.



If you want to make changes...

Course verification sheets will be sent home with student report cards on April 9, 2019. Any changes to your Course Selection must be made by informing the middle school counselor. Middle School counselor will send all changes to high school by May 1st.