

Course Request Entry

1. From the District Webpage

2. Click on Grades & More



3. Then click on the Info Button to launch Home Access Center



4. Login with your student ID and password

Login

[Click here](#) for the Everett Public Schools home page.
Please enter your account information for Home Access Center.

User Name:

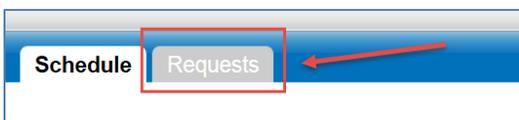
Password:

Login

5. Click on Classes



6. Click on Request



7. Pick the Department You Need and Enter the Regular Request First

Select A Course

Department : CAREER TECH
Requested Credits : 2.5000
Alternate Credits : 0.0000

Course Status Key : Required Suggested Locked Incomplete

| Request | DESCRIPTION | COURSE |
|-------------------------------------|-------------------|--------|
| <input checked="" type="checkbox"/> | Accounting I | CTE201 |
| <input type="checkbox"/> | Accounting II | CTE205 |
| <input checked="" type="checkbox"/> | Adv Marketing | CTE261 |
| <input checked="" type="checkbox"/> | AP Macroeconomics | 491CTE |
| <input checked="" type="checkbox"/> | AP Microeconomics | CTE493 |
| <input type="checkbox"/> | AP Studio Art | 391CTE |

8. For Alternates – Check the course and then on the far right mark it as any course or for a selected course you picked already.

--- Make Course an Alternate ---

--- Make Course an Alternate ---

Alternate to Any Course

Alternate to this Course:

Alternate to this Course:

--- Make Course an Alternate ---

Adv Marketing (CTE261)

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Accounting I (CTE201)