

## Summer School Online Registration Directions

1. Go to the Greenfield High School website [www.greenfield.k12.wi.us](http://www.greenfield.k12.wi.us)
2. Click on the "Infinite Campus" button at the top of the website and log into your (student) portal account.
3. Click on Course Registration: **2019 GHS Summer School** - Left-hand column of screen.
4. To select your courses click on "Course Search" on the gray bar, a search box will appear.
5. Type in the **number** of the course you would like to take in the "Course Number" box and click "Go." A list of all courses with that number will appear next to the search box. Click on the number of the course you want to add.
6. The course you selected will be listed in bold under your list of courses. If this course number is correct click on the "Request This Course" button to save this request .
7. Repeat steps 5-7 until all courses you are requesting have been selected. If you make a mistake and want to change a class, click on the course name under "Requested Courses" and verify that you've selected the course you want to drop and click "Drop this Request." ***(Please do not add any alternate courses to summer school registration.)***
8. When your courses have been selected, click on "Print Request Summary" to obtain a copy of your course selections for your records.
9. Click on "Sign Out" in the top right corner of your screen.

## Course Numbers

### Grade 9

500SS Health 9 - 4 sections ( cap of 25)

505SS Phy Ed 9 - 4 sections (cap of 25)

### Grades 10, 11, 12

515SS Team Sports - 2 sections (cap of 30)

430SS Economics - 2 sections (cap of 25)

124SS Trigonometry - 2 sections (cap of 15)