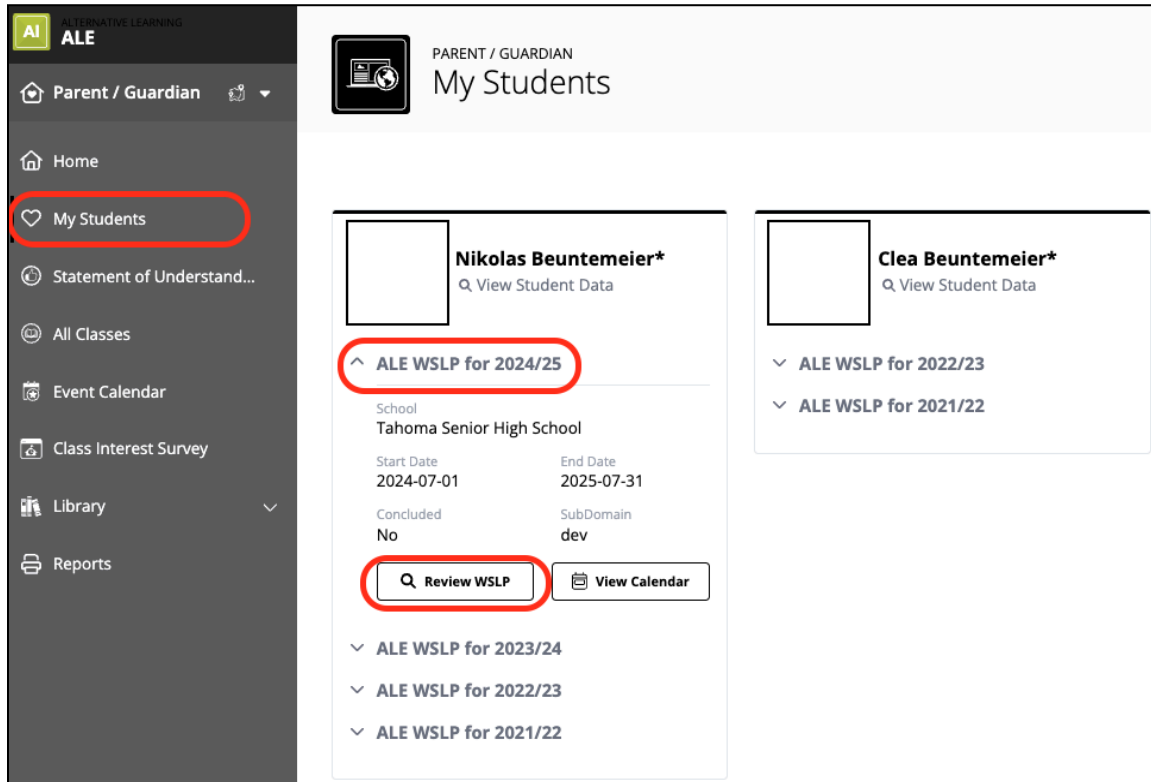


ALE Parents: Making Class Requests (Connect)

1. Start under **My Students** in the left navigation menu.
2. You will see your students and their Student Learning Plans (wSLPs).
3. Under the student you want to view, click **Review WSLP** or **Review Pending WSLP**. If there are multiple SLPs, check that you are selecting the correct wSLP in the correct school year.



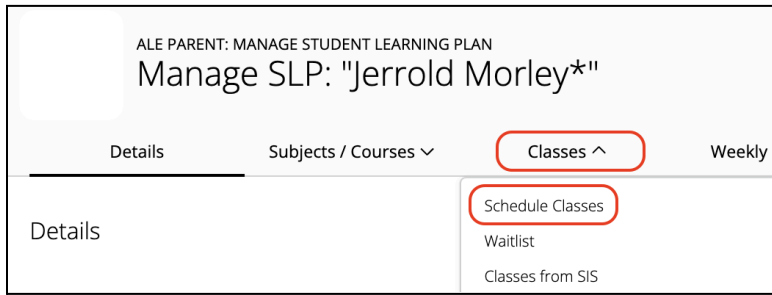
The screenshot shows the 'My Students' page for a parent/guardian. The left sidebar contains a navigation menu with 'My Students' selected. The main area displays two student profiles. The first profile, 'Nikolas Beuntemeier*', has an expanded 'ALE WSLP for 2024/25' section. This section shows details for 'Tahoma Senior High School' with a start date of 2024-07-01 and an end date of 2025-07-31. A 'Review WSLP' button is highlighted with a red circle. The second profile, 'Clea Beuntemeier*', has collapsed WSLP sections for 2022/23 and 2021/22.

4. You will see the **Manage Student Learning Plan page**, which features various subpages (tabs) across the top. It will default to the **Details tab**, where you can see basic information about the plan.



The screenshot shows the 'Manage Student Learning Plan' page. The page title is 'ALE PARENT: MANAGE STUDENT LEARNING PLAN'. The main heading is 'Manage SLP: "Jerrold Morley*"'. A tabbed interface at the top shows 'Details' as the active tab, highlighted with a red circle. Other tabs include 'Subjects / Courses', 'Classes', 'Weekly Contact', 'Monthly Progress', and 'Calendar'. Below the tabs, the 'Details' section is visible, showing an 'Essentials' section with 'Certificated Teacher' and 'Student' fields, each with an information icon.

5. Click the **Classes** tab and select **Schedule Classes** from the dropdown menu.



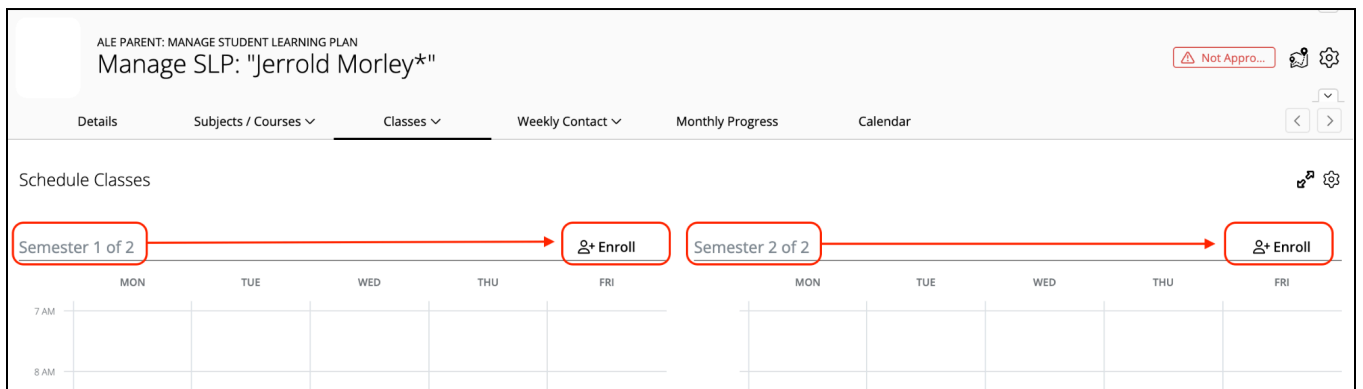
ALE PARENT: MANAGE STUDENT LEARNING PLAN
Manage SLP: "Jerrold Morley*"

Details Subjects / Courses ▾ **Classes ^** Weekly Contact

Details

- Schedule Classes**
- Waitlist
- Classes from SIS

6. Once the page loads, click the **Enroll** button in the right corner of the class term in which you would like to select classes.



ALE PARENT: MANAGE STUDENT LEARNING PLAN
Manage SLP: "Jerrold Morley*"

Details Subjects / Courses ▾ **Classes ▾** Weekly Contact ▾ Monthly Progress Calendar

Schedule Classes

Semester 1 of 2 → **Enroll** **Semester 2 of 2** → **Enroll**

MON TUE WED THU FRI MON TUE WED THU FRI

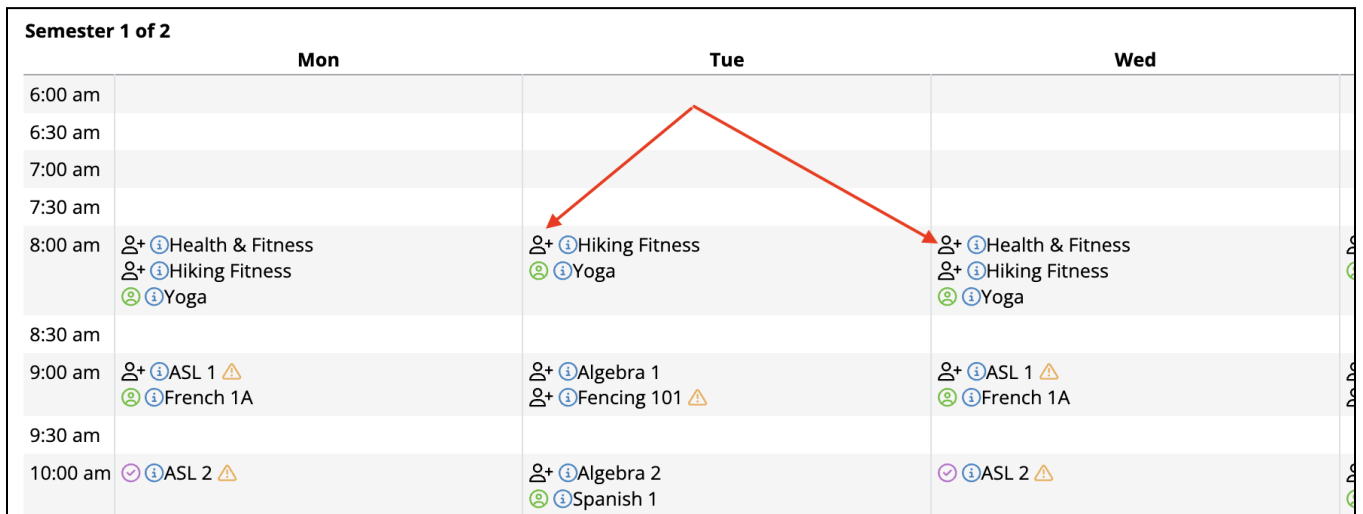
7 AM

8 AM










































7. The scheduling page features various icons.

- | | |
|---|--|
|  Request Enrollment |  Hover over to see alert |
|  Enrollment Requested |  Student is Enrolled |
|  Class Details |  Student is on Waitlist |

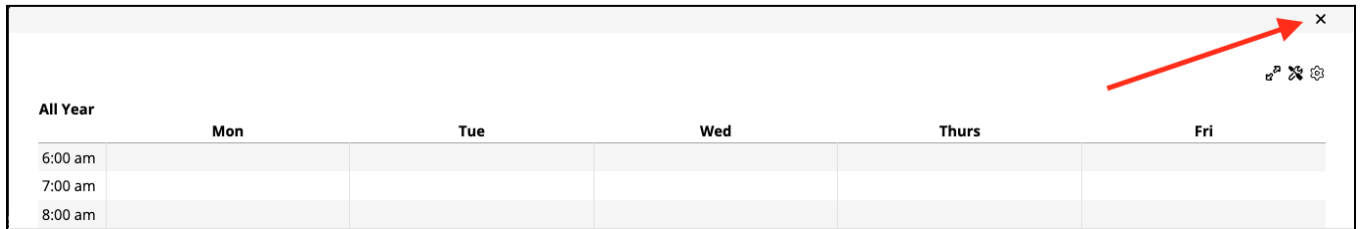
8. Click on the **person icon** to request a class.



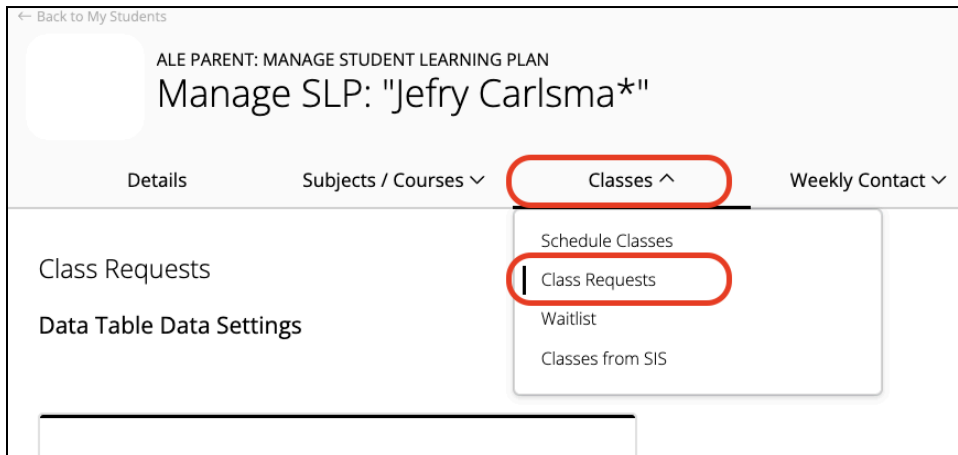
Semester 1 of 2

	Mon	Tue	Wed
6:00 am			
6:30 am			
7:00 am			
7:30 am			
8:00 am	  Health & Fitness   Hiking Fitness   Yoga	  Hiking Fitness   Yoga	  Health & Fitness   Hiking Fitness   Yoga
8:30 am			
9:00 am	  ASL 1    French 1A	  Algebra 1   Fencing 101 	  ASL 1    French 1A
9:30 am			
10:00 am	  ASL 2 	  Algebra 2   Spanish 1	  ASL 2 

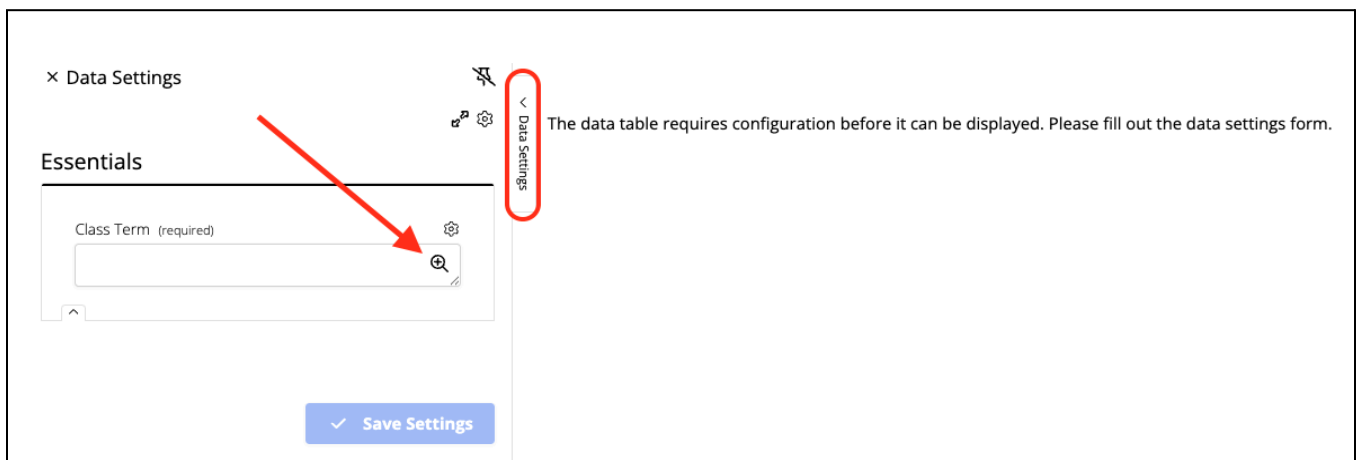
9. Click the “X’ icon in the top right to close the popover window.



10. Once you have made all of your class requests, click the **Classes** tab and choose **Class Requests** to remove any unwanted class requests and prioritize your class selections.



11. Click the **magnifying glass** in the **Class Term** field to select a class term. Click the **Save Changes** button. You may open or close the Data Settings tab by clicking on **Data Settings**.



12. To remove a class request, click one or more **checkboxes** to the left, click the **Selected Gear** in the top left, and select **Delete Selected Requests**.

Details		Subjects/Courses	Classes	Tracking	Weekly Contacts	Monthly Progress	FTE
Class Requests							
Class Enrollment Requests - 2025/26 - Semester 1 of 2							
Delete Selected Requests							
Class	School Year	Class Term	Meeting Schedule	Request Date	Request Priority	Request Status	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Mon: 8:00 am - 8:55 am, Wed: 8:00 am - 8:55 am, Thu: 8:00 am - 8:55 am	5/28/2025	1	Open	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Mon: 8:00 am - 8:55 am, Tue: 8:00 am - 8:55 am, Wed: 8:00 am - 8:55 am	5/28/2025	2	Open	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Mon: 9:00 am - 10:30 am, Wed: 9:00 am - 10:30 am, Thu: 9:00 am - 10:30 am	5/28/2025	3	Open	
<input checked="" type="checkbox"/>	2025/26	Semester 1 of 2	Mon: 10:00 am - 10:55 am, Wed: 10:00 am - 10:55 am, Thu: 10:00 am - 10:55 am	5/28/2025	4	Open	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Mon: 10:00 am - 11:55 am, Tue: 10:00 am - 11:55 am, Wed: 10:00 am - 11:55 am	5/28/2025	5	Open	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Mon: 2:00 pm - 2:55 pm, Wed: 2:00 pm - 2:55 pm, Thu: 2:00 pm - 2:55 pm	5/28/2025	6	Open	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Tue: 10:00 am - 10:55 am, Thurs: 10:00 am - 10:55 am, Fri: 10:00 am - 10:55 am	5/28/2025	7	Open	
<input type="checkbox"/>	2025/26	Semester 1 of 2	Tue: 1:00 pm - 1:55 pm, Thurs: 1:00 pm - 1:55 pm, Fri: 1:00 pm - 1:55 pm	5/28/2025	8	Open	

13. Prioritize class selections by double-clicking the **Request Priority** cell, updating the number, and pressing **Enter** to save.

Class Enrollment Requests - 2025/26 - All Year							
Class	School Year	Class Term	Meeting Schedule	Request Date	Request Priority	Request Status	
<input type="checkbox"/>	Biology	2025/26	All Year	Mon: 1:00 pm - 1:55 pm, Tue: 1:00 pm - 1:55 pm, Wed: 1:00 pm - 1:55 pm	2/4/2026	1	Open
<input type="checkbox"/>	Computer Science Discoveries	2025/26	All Year	Mon: 2:00 pm - 2:55 pm, Tue: 2:00 pm - 2:55 pm, Wed: 2:00 pm - 2:55 pm	2/4/2026	2	Open

14. If your school uses multiple registration rounds for class selection and prioritization, the Class Requests page will appear similar to the example below. Selections from processed rounds will display as completed, while selections from unprocessed rounds can be prioritized within the number block where they appear.

Class Requests							
Class Enrollment Requests - 2025/26 - Semester 1 of 2							
Class	School Year	Class Term	Meeting Schedule	Request Date	Request Priority	Request Status	
<input type="checkbox"/>	World History	2025/26	Semester 1 of 2	Mon: 9:00 am - 9:55 am, Wed: 9:00 am - 9:55 am, Thu: 9:00 am - 9:55 am	3/27/2025	1	Completed
<input type="checkbox"/>	Interpretive Dance	2025/26	Semester 1 of 2	Mon: 11:00 am - 11:55 am, Tue: 11:00 am - 11:55 am, Wed: 11:00 am - 11:55 am	3/27/2025	2	Completed
<input type="checkbox"/>	Fencing 101	2025/26	Semester 1 of 2	Tue: 9:00 am - 9:55 am, Thurs: 9:00 am - 9:55 am, Fri: 9:00 am - 9:55 am	3/27/2025	3	Completed
<input type="checkbox"/>	Robotics 101	2025/26	Semester 1 of 2	Mon: 10:00 am - 11:55 am, Tue: 10:00 am - 11:55 am, Wed: 10:00 am - 11:55 am	3/27/2025	4	Completed
<input type="checkbox"/>	Marketing	2025/26	Semester 1 of 2	Mon: 12:00 pm - 12:55 pm, Wed: 12:00 pm - 12:55 pm, Thu: 12:00 pm - 12:55 pm	3/27/2025	5	Completed
<input type="checkbox"/>	Martial Arts 1	2025/26	Semester 1 of 2	Mon: 1:00 pm - 1:55 pm, Tue: 1:00 pm - 1:55 pm, Wed: 1:00 pm - 1:55 pm	3/27/2025	6	Completed
<input type="checkbox"/>	Ceramics 1	2025/26	Semester 1 of 2	Mon: 8:00 am - 8:55 am, Tue: 8:00 am - 8:55 am, Wed: 8:00 am - 8:55 am	5/28/2025	7	Open
<input type="checkbox"/>	Team Sports	2025/26	Semester 1 of 2	Mon: 2:30 pm - 3:55 pm, Tue: 2:30 pm - 3:55 pm, Wed: 2:30 pm - 3:55 pm	5/28/2025	8	Open
<input type="checkbox"/>	Jazz Band	2025/26	Semester 1 of 2	Mon: 3:00 pm - 3:45 pm, Tue: 3:00 pm - 3:45 pm, Wed: 3:00 pm - 3:45 pm	5/28/2025	9	Open
<input type="checkbox"/>	Weight Training & Conditioning	2025/26	Semester 1 of 2	Tue: 3:00 pm - 3:55 pm, Thurs: 3:00 pm - 3:55 pm, Fri: 3:00 pm - 3:55 pm	5/28/2025	10	Open
<input type="checkbox"/>	It's snowing!	2025/26	Semester 1 of 2	Tue: 9:00 am - 9:55 am, Thurs: 9:00 am - 9:55 am, Fri: 9:00 am - 9:55 am	5/28/2025	11	Open