

2019– 2020 7th / 8th Online Registration Instructions

On-line Registration Opens March 19th & Closes March 28th.

1. Go to the Skyward Family & Student Access website (<http://family.tahoma.wa-k12.net>). Use your current student or parent login and password to enter the site. If you don't know your password, please use the reset on the login page. Please select **NO** if it asks to remember password.
2. Click on **Schedule** on the left side of the page.
3. In the box on the upper right side of the page, you will see **Course Requests Now Open**. Beneath that, click on **"Request Courses for 2019-2020 in Summit Trail Middle School"**. If you don't see this, please contact Michelle DiDonato, Summit Trail Registrar, at 425-413-5612.
 - a. Select each course by highlighting the course and clicking **Add Course**.
 - b. To remove a course, highlight the course and click **Remove Course**.

Course descriptions are available in the Middle Level Course Catalog, which is posted on the Summit Trail Middle School homepage.

You must have 1.5 credits when you are done requesting your elective classes. If you have less than 1.5, you have not entered enough classes to complete a full schedule (these are not high school credits).

Note, **required** courses will be mass added by the school registrar at the end of this year.

Required classes include:

- ◆ Language Arts
- ◆ Social Studies
- ◆ Health and Fitness (one semester)
- ◆ Math
- ◆ Science

4. Enter your **first choice** electives. Choose **either**:
 - a. One full-year class **and** one semester class **OR**
 - b. Three semester classes
5. Click the **Request Alternates Tab** to enter your alternate elective class choices. **Please enter at least four alternate electives here.**
6. Exit the site by clicking the red X button in the top right corner and your input will be saved.
7. Turn in your completed registration form to your **Stretch** Teacher by **March 28th**.