



EDINA HIGH SCHOOL

REGISTRATION INSTRUCTIONS INFINITE CAMPUS

ACADEMIC PLANNER



GRADE 8

To register for courses:

1. Choose Infinite Campus in the Edina Schools Portal: <https://portal.edinaschools.org>
2. Click **“Academic Planner”**
 - a. Click **“Next”** on Academic Planner
3. Add courses to your Academic Planner (3 ways to do this)
 - a. Click on open subject area boxes and scroll to add courses
 - b. Click on open subject area boxes and type to add courses
 - c. Click the **“Search Course Catalog”** & type a course and then add to planner.

Calendar	>
Schedule	>
Responsive Schedule	>
Attendance	>
Grades	>
Health	>
Academic Planner	>
Academic Progress	>
Transportation	>
Reports	>
Demographics	>

The screenshot shows the 'Academic Planner' interface for a student in the 'Graduation Requirements Class of 2020'. The student's counselor is Taylor Johnson. The interface shows a grid of course options for Grade 11. The 'Language Arts' section shows 0.0 / 2.0 credits selected, and the 'Social Studies' section shows 0.0 / 1.0 credits selected. Alerts are visible at the bottom of the grid, indicating that the student has not met the minimum plan requirements for Social Studies and US History.

4. Make sure you have a total of 12 credits each year (at least six per semester).
5. Make sure to resolve all **“ALERT”** comments. These refer to graduation requirements or prerequisites not met.

ALERT: Not enough credits selected in Social Studies to meet the minimum plan requirements.
ALERT: Course Requirement not met: Student must complete 2 Credits of US History or AP US History

Note: Once a course is selected, you can remove the request by clicking on the “x” on the top left corner of the course.

6. Click **“Save”** on the top of the screen to complete your Academic Planner.
7. You need to download a **“Course Plan Report”** for your records. South View Middle School students will submit a copy to your Social Studies teacher. See next page for details. (Valley View students will only need to keep the PDF copy for their own records).

Online Registration will be open:

Middle School – February 1 - 18

Registration Information:

https://edinaschools.org/ehscounseling_registration

South View Middle School - Instructions for turning in a PDF of your registration requests to your Social Studies teacher:

1. Choose Infinite Campus in the Edina Schools Portal: <https://portal.edinaschools.org>
2. Click **“Academic Plan”**
 - a. Click **“Next”** on Academic Planner
3. On the top of the page select **“Course Plan Report”**
 - a. This will automatically generate a PDF of your four-year plan.
4. Submit your PDF to your Social Studies teacher.

The screenshot displays the Infinite Campus Academic Plan interface. On the left is a dark sidebar with navigation options: Today, Calendar, Grades, Attendance, Schedule, Responsive Schedule, **Academic Plan** (circled in blue), Food Service, Fees, Documents, Message Center, and More. The main content area is titled 'Academic Plan' and includes buttons for 'Save', 'Course Plan Report' (circled in blue), and 'Progress Report'. Below these are fields for 'Program: Graduation Requirements Class of 2022 (Graduation)' and 'Counselor: Johnson, Taylor Taylor.Johnson@edinaschools.org'. The interface is organized into a grid by subject and grade. The subjects shown are Language Arts (8.0 / 8.0), Social Studies (7.0 / 7.0), and Math (6.0 / 6.0). Each subject section shows a grid of course selection boxes for grades 9, 10, 11, and 12. For example, in the Social Studies section, the 11th grade box shows 'SS4X11S1 US History - 1.0' and 'SS4X11S2 US History - 1.0'. A note indicates '1.0 credit overflow to Elective'.