



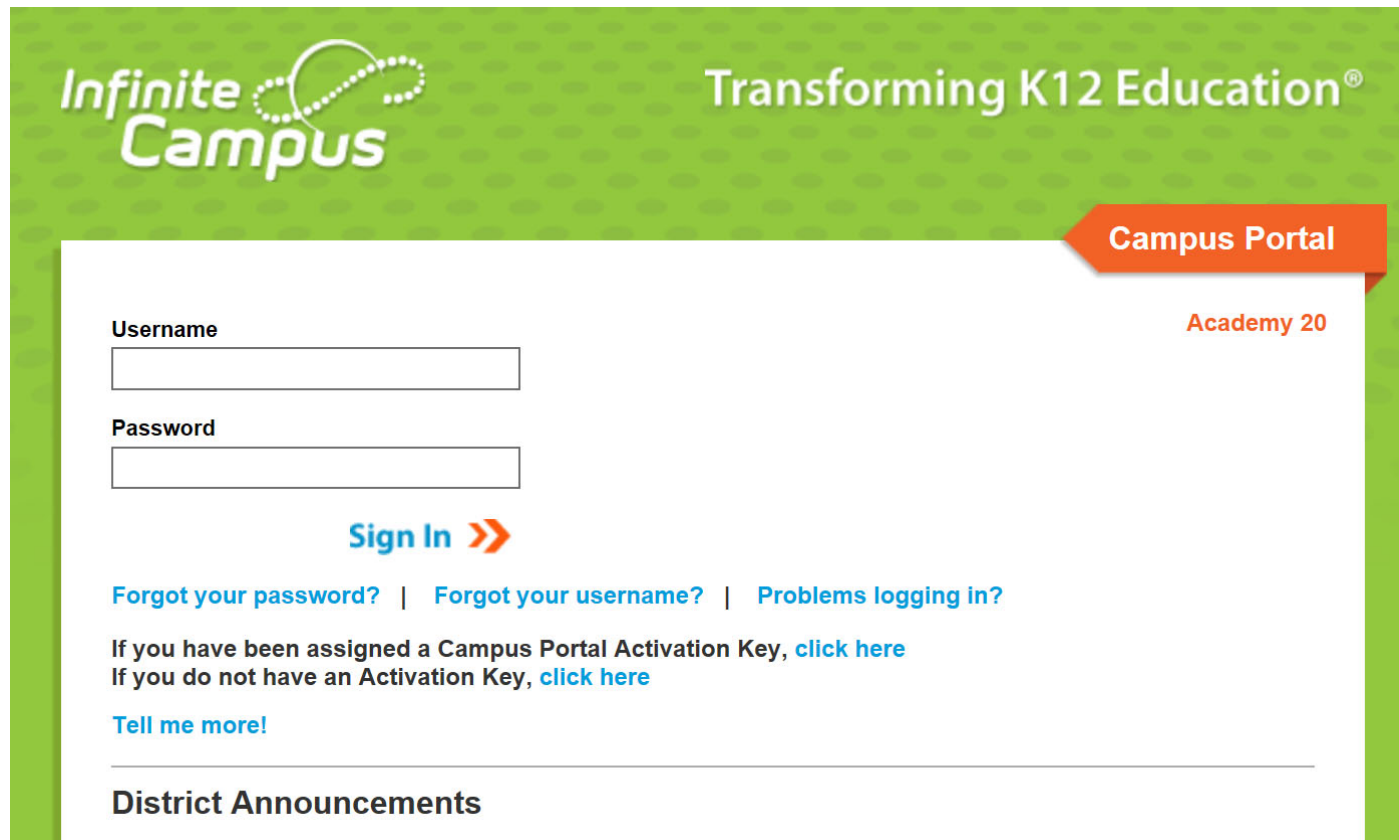
LHS Academic Planner Guide for Incoming Freshman Students

Multi-Year Academic Planner (MYAP)

- The Academic Planner is used to monitor if students have met all requirements for graduation and addresses four-year planning required by the state of Colorado.
- This will directly align to their Individual Career and Academic Plan (ICAP).
- Students will have the opportunity to update their four-year plan each year.
- Parents will be able to view their student's Academic Plan through the parent portal; however, they will not be able to make changes.

How to register for courses at LHS

- **Step 1:** Login to your student Infinite Campus account.



Infinite Campus Transforming K12 Education®

Campus Portal

Academy 20

Username

Password

Sign In >>

[Forgot your password?](#) | [Forgot your username?](#) | [Problems logging in?](#)

If you have been assigned a Campus Portal Activation Key, [click here](#)
If you do not have an Activation Key, [click here](#)

[Tell me more!](#)

District Announcements

How to register for courses at LHS

- **Step 2:** Click on the “Academic Plan” button on the left-hand side of the screen.

Calendar >

Schedule >

Responsive Schedule >

Attendance >

Grades >

Health >

Academic Plan >

Academic Progress >

Transportation >

Fees >

To Do List >

Reports >

Demographics >

Family

Messages

Discussions >

Household Information >

Family Members >

Fees >

Applications/Forms >

[01/15/2019]
The Infinite Campus will be down for maintenance starting at 10:00pm on Friday, January 18, 2019. The system will be unavailable for approximately 1-3 hours.

[12/04/2018]
If you are having trouble logging in, please go to [D20 Infinite Campus Parent Portal Password Self-Service](#) to reset or change your password.

Paying student fees

Student fees may be paid with a secure site using [PayForIt.net](#). If you do not have a PayForIt account, select [Sign up for an Account](#). Ask questions about PayForIt by contacting the [Academy District 20 Help Desk](#) For questions about individual fees a student owes, contact the bookkeeper at the school.

Extended Portal

Guardians access the Extended Portal to view and update information about themselves and students in their households. If you're new to the Extended Portal, check this [quick introduction](#). Use the Extended Portal to:

- View and update student information on transportation, immunizations, physician and emergency contacts
- View and update household information including guardian contact information and text message preference
- Sign student agreements electronically

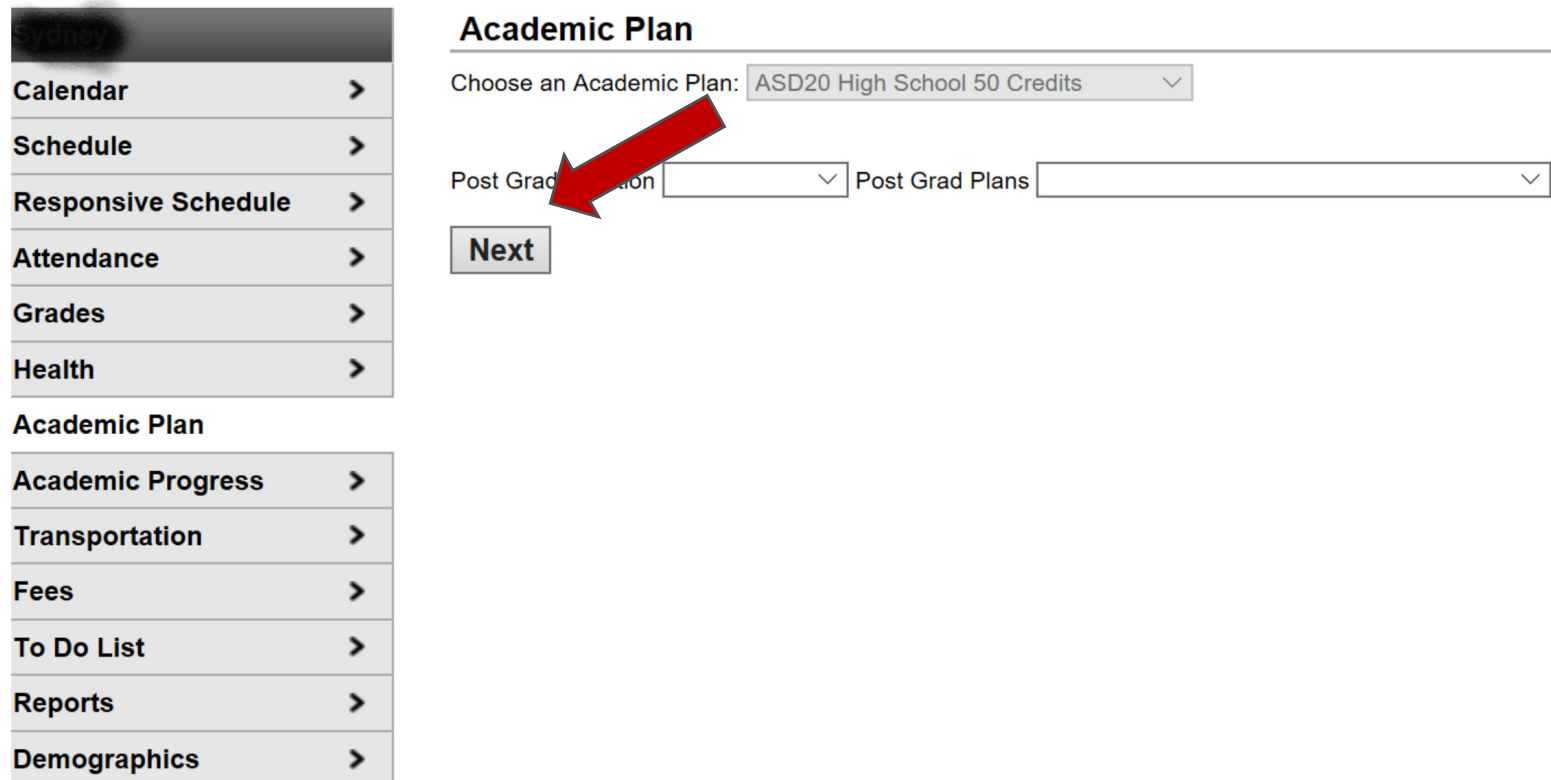
For help with your Extended Portal account, contact the Academy District 20 Help Desk at [719-234-1777](tel:719-234-1777) or help@asd20.org.

Student Password Reset Instructions

▶ **School Announcements** - 0 messages

How to register for courses at LHS

- **Step 3:** Click on the grey “Next” button.



The screenshot displays a web interface for course registration. On the left is a vertical navigation menu with the following items: Calendar, Schedule, Responsive Schedule, Attendance, Grades, Health, Academic Plan, Academic Progress, Transportation, Fees, To Do List, Reports, and Demographics. The 'Academic Plan' section is currently selected and expanded. The main content area is titled 'Academic Plan' and contains a form with the following elements: a dropdown menu labeled 'Choose an Academic Plan:' with the selected value 'ASD20 High School 50 Credits'; two empty dropdown menus labeled 'Post Graduation' and 'Post Grad Plans'; and a grey 'Next' button. A large red arrow points from the 'Next' button towards the 'Post Graduation' dropdown menu.

How to register for courses at LHS

Step 4: Students will select courses in their grade level column only. Please refer to your grade level registration worksheet. To view course descriptions, click on the “Search the Course Catalog” drop down search bar located on the top of the page.

The screenshot displays the 'Academic Plan' interface. On the left is a navigation menu with items like Calendar, Schedule, Responsive Schedule, Attendance, Grades, Health, Academic Plan, Academic Progress, Transportation, Fees, To Do List, Reports, Demographics, Family, Messages, Discussions, Household Information, Family Members, Fees, Applications/Forms, User Account, Account Settings, Contact Preferences, Access Log, and Notification Settings. The main content area shows a plan for 'ASD20 High School 50 Credits'. At the top, there are buttons for 'Save' and 'Course Plan Report', and a dropdown menu labeled 'Search the Course Catalog'. Below this, the plan is organized by subject: English (0.0 / 8.0), Mathematics (0.0 / 6.0), Science (0.0 / 6.0), Social Science (0.0 / 3.0), US History (0.0 / 2.0), and Civics (0.0 / 1.0). Each subject has a grid of four input fields for selecting courses in Grades 09, 10, 11, and 12. The current status for each grade is shown as '0.0 / [total credits]'. Red alerts indicate that course requirements for Algebra and Geometry are not met, and that not enough credits have been selected in English, Mathematics, Science, Social Science, and US History to meet minimum plan requirements. Two red arrows point to the 'Search the Course Catalog' dropdown and the 'Academic Plan' header.

Grade: 09	Grade: 10	Grade: 11	Grade: 12
2.0 / 14.0	0.0 / 14.0	0.0 / 14.0	0.0 / 8.0

English (0.0 / 8.0)
0.0 / 2.0 0.0 / 2.0 0.0 / 2.0 0.0 / 2.0
Type to search or select courses Type to search or select courses Type to search or select courses Type to search or select courses

Mathematics (0.0 / 6.0)
0.0 / 2.0 0.0 / 2.0 0.0 / 2.0 0.0 / 0.0
Type to search or select courses Type to search or select courses Type to search or select courses Type to search or select courses

Science (0.0 / 6.0)
0.0 / 2.0 0.0 / 2.0 0.0 / 2.0 0.0 / 0.0
Type to search or select courses Type to search or select courses Type to search or select courses Type to search or select courses

Social Science (0.0 / 3.0)
0.0 / 1.0 0.0 / 2.0 0.0 / 0.0 0.0 / 0.0
Type to search or select courses Type to search or select courses Type to search or select courses Type to search or select courses

US History (0.0 / 2.0)
0.0 / 0.0 0.0 / 0.0 0.0 / 2.0 0.0 / 0.0
Type to search or select courses Type to search or select courses Type to search or select courses Type to search or select courses

Civics (0.0 / 1.0)
0.0 / 0.0 0.0 / 0.0 0.0 / 1.0 0.0 / 0.0
Type to search or select courses Type to search or select courses Type to search or select courses Type to search or select courses

How to register for courses at LHS

Step 4 continued: Freshman students will select courses for the following categories (in order). Please refer to your grade level registration worksheet.

- English (Freshman Literature and Composition **OR** Pre-AP English I)
- Math (Algebra I, Geometry, **OR** Algebra II)
- Science (Biology **OR** Honors Biology)
- Social Science (World Regional Geography **OR** AP Human Geography)
- SKIP the U.S. History and Civics categories until junior year.

How to register for courses at LHS

Step 4 continued: Students will select courses for the following categories (in order). Please refer to your grade level registration worksheet.

- World Language (Spanish I, French I, Latin I)—the majority of students take a World Language class their freshman year.
- Fine Arts (pay attention to prerequisites and fees)
- Health (all 9th grade students will take Health during their freshman year).

How to register for courses at LHS

Step 4 continued: Students will select courses for the following categories (in order). Please refer to your grade level registration worksheet.

- Physical Education (Introduction to PE (team-sports/competitive) **OR** Lifelong Recreation Sports (individual sports)—we **strongly** recommend that you take a PE class your freshman year.
- Core Elective (pay attention to prerequisites and fees; the number of electives will vary depending on previously selected courses).
- Unrestricted Elective (** we will be offering a Guided Study Hall for ½ credit—many students take advantage of this option; refer to your grade level registration worksheet for more information about Unrestricted Electives)

How to register for courses at LHS



Step 4 continued: Students will select courses for the following categories (in order). Please refer to your grade level registration worksheet.

- SKIP the Non-credit category (UNLESS you are requesting an attendance waiver—then select it here).
- Alternates (choose at least 4 alternates—pay attention to prerequisites and fees)

How to register for courses at LHS

- If you add a course that you do not want, click on the tiny “X” next to the course to delete it from that category.



× 054000A AP Eng Lit and Comp* - 1.0	
054000B AP Eng Lit and Comp* - 1.0	

Academic Planner Reminders

- Refer to your grade level worksheet to ensure you choose the appropriate classes for your grade level.
- When choosing electives, pay attention to prerequisites and course fees. Refer to the LHS Course Guide for additional information.
- You should have a total of 16 credits + 4 alternates. However, if you selected a Guided Study Hall for $\frac{1}{2}$ credit or an Attendance Waiver for no credit, your total credits will not add up to 16 in the Academic Planner. This is acceptable if you have chosen one of those options.

How to register for courses at LHS

- Step 5: Once you have selected all of your courses in your Academic Planner, click on the “Save” button at the top of the screen.



Sydney

Calendar >

Schedule >

Responsive Schedule >

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Academic Plan

Academic Progress >

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Reports >

Demographics >

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Messages >

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Household Information >

Family Members >

Fees >

Applications/Forms >

User Account

Account Settings >

Contact Preferences >

Access Log >

Notification Settings >

Academic Plan

Program: ASD20 High School 50 Credits

ALERT: Course Requirement not met: Geometry Course

Grade: 09 9.0 / 14.0 **!** Grade: 10 0.0 / 14.0 **!** Grade: 11 0.0 / 14.0 **!** Grade: 12 0.0 / 8.0 **!**

English (2.0 / 8.0)

2.0 / 2.0 0.0 / 2.0 0.0 / 2.0 0.0 / 2.0

×053100A Fresh Lit and Comp - 1.0 Type to search or select courses Type to search or select courses Type to search or select courses

053100B Fresh Lit and Comp - 1.0 **!**

ALERT: Not enough credits selected in English to meet the minimum plan requirements.

Mathematics (2.0 / 6.0)

2.0 / 2.0 0.0 / 2.0 0.0 / 2.0 0.0 / 0.0

×111100A Algebra 1 - 1.0 Type to search or select courses Type to search or select courses Type to search or select courses

111100B Algebra 1 - 1.0 **!**

ALERT: Not enough credits selected in Mathematics to meet the minimum plan requirements.

Science (2.0 / 6.0)

2.0 / 2.0 0.0 / 2.0 0.0 / 2.0 0.0 / 0.0

×134000A Earth Science - 1.0 Type to search or select courses Type to search or select courses Type to search or select courses

134000B Earth Science - 1.0 **!**

ALERT: Not enough credits selected in Science to meet the minimum plan requirements.

Social Science (1.0 / 3.0)

1.0 / 1.0 0.0 / 2.0 0.0 / 0.0 0.0 / 0.0

×154000 World Reg Geog - 1.0 Type to search or select courses Type to search or select courses Type to search or select courses

Important Dates

January 28th – February 18th



- Online registration will be completed through Infinite Campus.
- If students do not select their own classes, classes will be selected for them based on graduation requirements and availability.
- In the fall, changes will only be made if there is an academic misplacement.