

Grant Park High School Online Course Application Instructions for Entering Grade 7

Please read this entire page first, before continuing with the online registration process.

In your browser go to <https://courrequest.wsd1.org/mayetCR> or click on the link on Grant Park High School's website under School Registration Information, Online Registration <https://www.winnipegsd.ca/grantpark/page/12657/online-registration>

1) Log in with your network user name (do not include @live.wsd1.org) and student number.

- Please read and accept the “**Terms and Conditions**” page if it pops up. These must be accepted in order to proceed.

2) Ensure the “**Preregistration**” tab is selected.

- Select “**Academic Year**” (2024 - 2025) and “**School**” (Grant Park JH). Please leave “**Program**” blank and leave “**Vocation**” as **Academic Courses**.
- Click “**Add Preregistration**”. You will see a box showing Grant Park and year of preregistration (see example).

The screenshot shows the 'Pre-Registration' tab selected. The form contains the following fields and values:

- Year: 2024/2025
- School: GRANT PARK JH
- Program: (blank)
- Vocation: ACADEMIC COURSES
- Grade: 07

An 'Add Preregistration' button is located at the bottom of the form.

3) Select “**Course Requests**” tab. Select the tab underneath Course Requests and select “**Grant Park JH- 07**” as the Pre-registration School (see example).

- You will be registered in your compulsory courses by the school, so you do not need to do anything in the compulsory area.

The screenshot shows the 'Course Requests' tab selected. The 'Pre-registration School' dropdown is set to 'GRANT PARK JH-07'. Below this, there are sections for 'Compulsory Subject Areas (1 Credit each)' and 'Optional Course Select'. The 'Compulsory Subject Areas' table has a dropdown menu open showing the following options:

- ART 7 - ARTR07 (0)
- BAND 7 - BANR07 (0)
- FRENCH 7 - FRER07 (0)

The 'Optional Course Select' table has a dropdown menu open showing the following option:

- PERFORMING ARTS 7 - PEAY07 (0)

Buttons for 'Finalize Preregistration', 'Add Compulsory', and 'Add' are visible.

- Under Option Course Selection, add Art, Band, French, & Performing Arts. Before clicking on the **Add** button after each selection, set the priority for each of these courses (**see example**).

Optional Course Selections (3 or 4 Credits)

Grade	Course Code - Description	Semester	Slot Code	Priority	
07					Add
07	ART 7 - ARTR07			1	✘
07	BAND 7 - BANR07			3	✘
07	FRENCH 7 - FRER07			4	✘
07	GRADE 7 GENERAL PROGRAM - GEPR07				✘
07	PERF ARTS 7 - PEAY07			2	✘

If you are happy with your choices, select **“Finalize Preregistration”**. A reminder window will appear warning you that no changes can be made after you select the “finalize” button. **ONLY** click on the **“Finalize Preregistration”** if you are completely sure everything has been filled out correctly.

This last click will submit your application to Grant Park High School. No changes can be made online once finalized. **After the finalized button has been clicked, changes can ONLY be made with a counsellor.** To view your finalized application, select the **“Report”** tab at the top of the page and print the **“Registration and Course Request Form”** (**see example**).

The parent/guardian is required to sign in all locations on each page of the registration documents.



If your child is applying to either the Advanced Stream or the Flex Stream for grade 7, you must complete the following form: <https://forms.gle/1W58P9i58z4dLTKw6>

Please return your completed and signed registration form to the Grant Park High School Guidance Office by March 5, 2024 or email the signed completed forms to registrationpk@wsd1.org.

Please email Ms Costa, guidance counsellor, scosta@wsd1.org, if you have any questions.