

# MAT-SU CAREER & TECH HIGH SCHOOL

## 2023-2024 Online Course Request Tutorial



# STUDENT-VUE: ONLINE COURSE REQUEST SYSTEM

1. Log into StudentVue.
2. Click on **Course Request**
3. Graduation Summary should match transcript.
4. Look over **remaining credit requirements for graduation**. Click on blue button to enter the online course requests screen.

**COURSE REQUEST**

Welcome to MSBSD Online Course Requests!

**Mat-Su Career and Tech High (907-352-0400)** Selection Time Period: 2/1/2023 - 3/31/2023  
**2023-2024 School Year, Grade: 12** Counselor: AMY DORSEY

[Click here to change course requests](#) Lock Course Requests

**Graduation Status Summary - Standard**

Subject Area	Required	Completed	In Progress	Credit for Request...	Remaining
Required English 1	1.000	1.000	0.000	0.000	0.000
Required English 2	1.000	0.500	0.000	0.000	0.500
Language Arts	2.000	0.000	1.000	0.000	1.000
Required Algebra	1.000	1.000	0.000	0.000	0.000
Required Geometry	1.000	0.500	0.000	0.000	0.500
Math	1.000	0.500	0.500	0.000	0.000
Required Physical ...	1.000	1.000	0.000	0.000	0.000
Required Life Scie...	1.000	1.000	0.000	0.000	0.000
Science	1.000	0.500	0.000	0.000	0.500
Required AK History	0.500	0.000	0.500	0.000	0.000
Required World St...	0.500	0.500	0.000	0.000	0.500
Required US History	1.000	0.000	0.500	0.000	0.500
Required US Gover...	0.500	0.000	0.000	0.000	0.500
Required Civics	0.500	0.500	0.000	0.000	0.000
Physical Education	1.000	0.500	0.000	0.000	0.500
Required Health	0.500	0.500	0.000	0.000	0.000
Other	9.500	3.250	1.125	0.000	5.125
<b>Total</b>	<b>24.500</b>	<b>11.250</b>	<b>3.625</b>	<b>0.000</b>	<b>9.625</b>

Using the course selection sheets in your packet, enter the **COURSE NUMBER OR COURSE NAME** in the search courses box.

**COURSE REQUEST SELECTION**

**Mat-Su Career and Tech High (907-352-0400)** Selection Time Period: 2/1/2023 - 3/31/2023  
**2023-2024 School Year, Grade: 12** Counselor: AMY DORSEY

[Click here to return to course request summary](#) [+ Add Request](#)

**Search Courses**

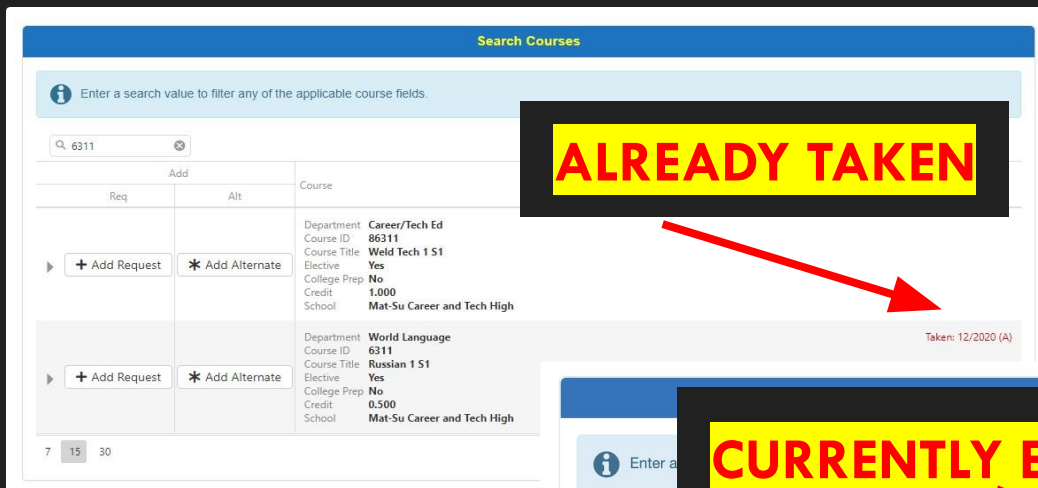
Enter a search value to filter any of the applicable course fields.

Search Courses

Add		Course
Req	Alt	
<input type="checkbox"/>	<input type="checkbox"/>	Department <b>Language Arts</b>
<input type="checkbox"/>	<input type="checkbox"/>	Course ID <b>1730</b>
<input type="checkbox"/>	<input type="checkbox"/>	Course Title <b>Contemp AK Lit</b>
<input type="checkbox"/>	<input type="checkbox"/>	Elective <b>No</b>
<input type="checkbox"/>	<input type="checkbox"/>	College Prep <b>No</b>
<input type="checkbox"/>	<input type="checkbox"/>	Credit <b>0.500</b>
<input type="checkbox"/>	<input type="checkbox"/>	School <b>Mat-Su Career and Tech High</b>

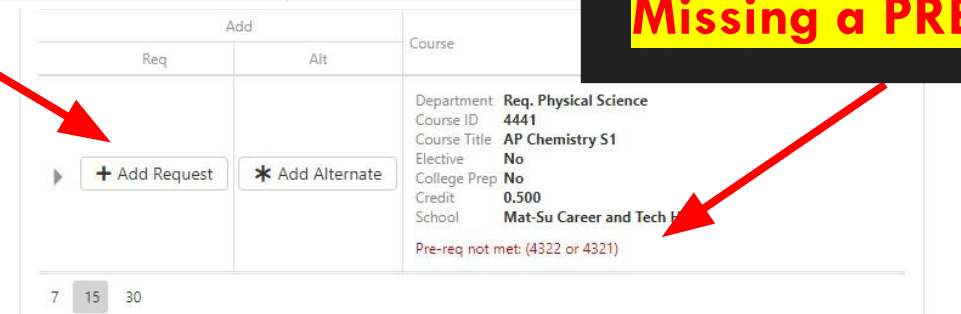
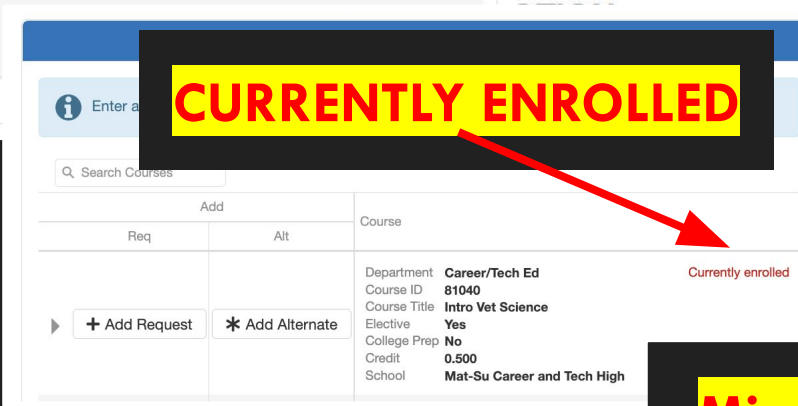
Once you have searched/selected a course, you can open up the course description.

In this semester course, students will explore the rich body of recent Alaska themed literature as well as works written by Alaskan authors. Readings will be drawn from novels, historical fiction, poetry, and non-fiction, including magazine and newspaper archives. The contexts, characters, and themes of these readings will help students improve numerous academic skills including reading analysis, oral interpretation, critical thinking, written expression, and listening skills. In the process, students will gain deeper understanding of human cultures, legal and social issues, history, geography, natural resources, and ecology of our Great Land.



Verify the following:

1. Correct course.
2. Course was not taken, currently enrolled in OR course is repeatable.
3. Met the required prerequisites for the course.



➔ Once you have verified the information above, hit **ADD REQUEST**.

➔ Continue adding **REQUESTS** in order to fill a 6 period day.

1. Choose up to 10 alternates.
2. Search for classes the same way but this time hit the ADD ALTERNATE button.
3. You can place alternates in order of interest.

### Search Courses

Enter a search value to filter any of the applicable course fields.

Q 85161

Add		Course
Req	Alt	
<input type="button" value="+ Add Request"/>	<input type="button" value="* Add Alternate"/>	Department <b>Career/Tech Ed</b> Course ID <b>85161</b> Course Title <b>Intro To Baking</b> Elective <b>Yes</b> College Prep <b>No</b> Credit <b>0.500</b> School <b>Mat-Su Career and Tech High</b>

### Selected Alternate Course Requests

	Action	Priority	Course	Credit
::	<input type="button" value="X Remove"/>	1	Department <b>Career/Tech Ed</b> Course ID <b>83700</b> Course Title <b>Entrepreneurship</b> Elective <b>Yes</b> College Prep <b>No</b>	0.500
::	<input type="button" value="X Remove"/>	2	Department <b>Career/Tech Ed</b> Course ID <b>89941</b> Course Title <b>Yearbook/Prj Mgmt S1</b> Elective <b>Yes</b> College Prep <b>No</b>	0.500
::	<input type="button" value="X Remove"/>	3	Department <b>Career/Tech Ed</b> Course ID <b>83100</b> Course Title <b>Business Law</b> Elective <b>Yes</b> College Prep <b>No</b>	0.500

Once you have entered all course requests & alternates go back to your **course request summary**. Scroll down and review your **graduation status summary** to see that you have filled in the requirements you need for your grade level/graduation.

Home

- Messages 12
- Flex Schedule 4
- Calendar
- Attendance
- Class Schedule
- Class Websites
- Course History
- Course Request**
- Grade Book
- MTSS
- Report Card
- Student Info
- District Documents
- Test History

## COURSE REQUEST SELECTION

**Mat-Su Career and Tech High (907-352-0400)**      Selection Counselor

**2023-2024 School Year, Grade: 12**

[Click here to return to course request summary](#)

**Search Courses**

*i* Enter a search value to filter any of the applicable course fields.

Q 830

Add		Course
Req	Alt	
<p><b>+ Add Request</b>      <b>* Add Alternate</b></p>		<p>Department <b>Career/Tech Ed</b>            Course ID <b>83010</b>            Course Title <b>Intro Business</b>            Elective <b>Yes</b>            College Prep <b>No</b>            Credit <b>0.500</b>            School <b>Mat-Su Career and Tech High</b></p>

### Graduation Status Summary

Subject Area	Required	Completed	In Progress	Credit for Reques...	Remaining
Required English 1	1.000	1.000	0.000	0.000	0.000
Required English 2	1.000	1.000	0.000	0.000	0.000
Language Arts	2.000	0.500	0.500	1.000	0.000
Required Algebra	1.000	1.000	0.000	0.000	0.000
Required Geometry	1.000	1.000	0.000	0.000	0.000
Math	1.000	0.500	0.500	0.000	0.000
Required Physica...	1.000	1.000	0.000	0.000	0.000
Required Life Sci...	1.000	1.000	0.000	0.000	0.000
Science	1.000	1.000	0.000	0.000	0.000
Required AK Hist...	0.500	0.000	0.000	0.500	0.000
Required World S...	1.000	1.000	0.000	0.000	0.000
Required US Hist...	1.000	0.500	0.500	0.000	0.000
Required US Gov...	0.500	0.000	0.000	0.000	0.500
Required Civics	0.500	0.500	0.000	0.000	0.000
Physical Education	1.000	1.000	0.000	0.000	0.000
Required Health	0.500	0.500	0.000	0.000	0.000
Other	9.500	5.125	2.125	3.500	0.000
<b>Total</b>	<b>24.500</b>	<b>16.625</b>	<b>3.625</b>	<b>5.000</b>	<b>0.500</b>

Once you have entered all of your course requests, they will be locked in by a counselor.