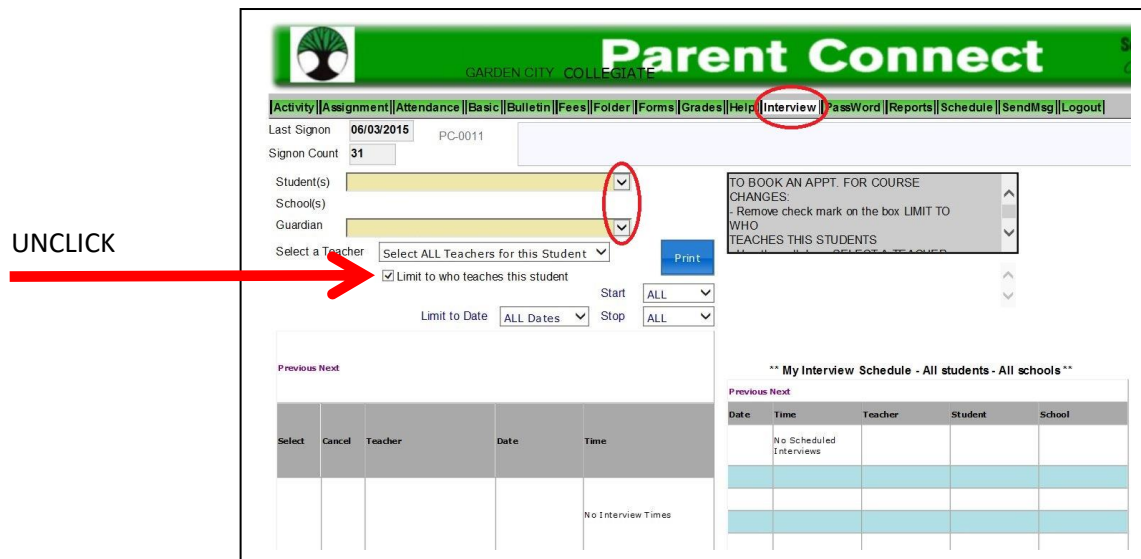


INSTRUCTIONS FOR MAKING A COURSE CHANGE APPOINTMENT ON PARENT CONNECT

- Login to Parent Connect
- Select the INTERVIEW TAB
- Select STUDENT (if applicable)



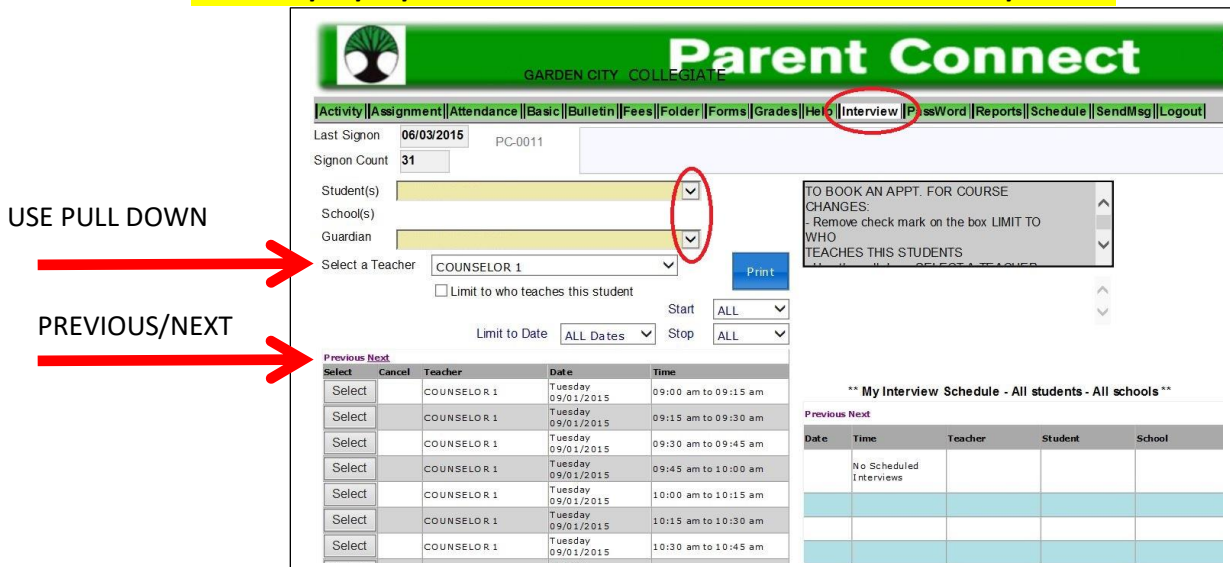
- **Unclick the box** labeled LIMIT TO WHO TEACHES THIS STUDENT
- Use the pull down to SELECT A TEACHER
- COUNSELLORS and ADMINISTRATORS will appear (select one that works for your time and grade level)

Grade 11 - Arruda/Godbout

Grade 12 - Gawlik/Jackson

Grade 9/10/11/12 - Peterson

Grade 10 - Forbes/Penner



- To view more time slot and/or date options click on NEXT or try selecting another Counsellor/Administrator
- Click on the SELECT tab when you have found a date and time

IMPORTANT: PARENT/GUARDIAN OPTIONAL TO ATTEND THE COURSE CHANGE APPT.