

## Entering Course Requests in the PowerSchool SIS Student Portal



Students can enter course requests online using the PowerSchool SIS Student and Parent Portals.

1. Log into your **Chromebook** or a **Chrome browser**.
2. Enter your school's URL for the PowerSchool SIS Student and Parent Portals in the address.
3. field of your web browser: **westford.powerschool.com/public**
4. Click on **Student Sign on**.
5. Click on your WPS Google credentials. **OR** enter your username and password (depending on your device setup).
6. Click **Sign In**.
7. Click **Class Registration** in the left Navigation panel.
8. **Select** your course requests in each category by clicking on the **pencil**.
9. Click **Okay** to complete selection of each category.
10. Check your **required** and **requested credits** in the bottom left hand corner.
11. When you have selected all of your courses, click on **Submit** in the bottom right corner.