

Online Summer School Course Request – Two Ways to Access

- Navigate to: <u>www.office.com</u> & Sign In to Office 365
 (See Tech Support Doc for "Office 365" Step by Step Instructions)

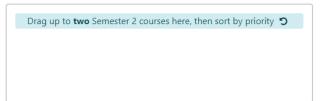
 OR
- If connected to LUSD Network, navigate to http://summerschool.lodiusd.net
- Type LUSD student Username and Password then click Sign in.
- Select a Summer
 School Location.
 2022 Summer School Course Offerings
 Select Your Summer School Location: Tokay High School Bear Creek High School

Available semesters for a course are denoted by the **Sem 1** and **Sem 2** badges on each course tile. Drag the desired courses to the semesters needed.

Semester 1 (m/dd/yyyy - m/dd/yyyy)

Drag up to **two** Semester 1 courses here, then sort by priority '**5**





- Once courses have been dragged to a Semester box, they can be sorted within each Semester by priority 1 or 2.
- Use the [®] button to remove a course, or use the ^D button to remove all courses in the given Semester.
- A max of two courses can be selected per Semester. The same course cannot be submitted more than once per Semester.
- When the desired courses have been chosen, click Continue.

A confirmation box will appear with a reminder that this does not confirm their enrollment.

 To finalize the course request click on SUBMIT YOUR COURSE REQUESTS



Read Below and Click Submit

This form does not confirm your Summer School enrollment.

- Summer School courses are limited and subject to availability at time of submitting course request.
- Summer School courses will be confirmed and communicated via the Aeries Student & Parent Portal the last week of May 2022.
- A copy of your course request will be sent to your LUSD student email.
- I understand that I need to contact my counselor with any questions about course selection.

SUBMIT YOUR COURSE REQUESTS