

# ONLINE COURSE REQUESTS RISING SOPHOMORES

**COURSE REQUESTS FOR 2026-2027 SCHOOL YEAR**



# ONLINE COURSE REQUESTS – PLUS PORTALS

## 2026-2027 SCHOOL YEAR

You will be making  
your course requests  
in PlusPortals:

- Monday, February 2 - Friday, February 20.

Mrs. Hilton (School  
Counselor) can help  
with:

- Figuring out which courses are required for sophomore year
- Knowing which courses you've been recommended to take
- Navigating the online course request system in PlusPortals
- Choosing the “best” schedule of courses for you

# COURSE REQUEST PLANNING

- USE THE [SOPHOMORE COURSE SELECTION WORKSHEET](#) TO HELP PLAN WHICH COURSES YOU'D LIKE TO TAKE SOPHOMORE YEAR
- CHOOSE "BEST FIT" COURSES
  - NEVER TAKE A COURSE ONLY BECAUSE YOU THINK YOU "SHOULD" - BE DELIBERATE ABOUT YOUR COURSE CHOICES
  - CHALLENGE YOURSELF APPROPRIATELY - AVOID OVERWHELMING YOURSELF
  - CONSIDER YOUR SCHEDULE AS A WHOLE, INCLUDING EXTRACURRICULAR INVOLVEMENTS, JOB COMMITMENTS, VOLUNTEER HOURS, ETC.
- USE THE [CURRICULUM GUIDE](#) TO FIND COURSE DESCRIPTIONS AND PREREQUISITES
- BE SURE TO DISCUSS OPTIONS WITH YOUR PARENTS, TEACHERS, AND MRS. HILTON

# ACCESSING ONLINE COURSE REQUEST FORMS

LOG IN TO YOUR PERSONAL PLUS PORTALS ACCOUNT.

IMPORTANT: YOU WILL *NOT* BE ABLE TO ACCESS YOUR FORM IF YOU'RE USING YOUR PARENT'S LOGIN CREDENTIALS. SEE MRS. DISILVIO IN THE MAIN OFFICE IF YOU DON'T KNOW YOUR LOGIN INFORMATION.

- 1) CLICK ON "*COURSE REQUESTS*" IN THE TOP (BLUE) MENU BAR ON YOUR PLUSPORTALS HOME PAGE
- 2) CLICK THE "*VIEW/EDIT*" BOX TO ACCESS A LINK TO THE *RISING SOPHOMORE COURSE REQUEST* FORM

\* LINK FOR CURRENT FRESHMEN WILL BE: "RISING SOPHOMORE COURSE REQUEST"

The screenshot shows the Marian Central Catholic High School website. The header features a large red 'M' logo with 'CENTRAL CATHOLIC' written below it. The school's name, 'Marian Central Catholic High School', is displayed in white text on a blue background. To the right is a red and white circular seal. The navigation bar includes links for Home, Calendar, Course Requests (which is the active page), Alerts, Messages, Directory, and E-Locker. On the right side of the header are links for Groups, Newsfeed, Marian Central (with a dropdown arrow), Help, and Logout. The main content area is titled 'Course Request Forms'. It shows a profile for 'Marian Central' with a grade level of 10. Below this, a table displays a single course request form with the following data:

Form Name	Status	Submitted Date	Received Date
Rising Junior Course Request	Not Started		

At the bottom left of the table is a 'View/Edit' button.

# CORE COURSE SECTIONS

- COURSE OPTIONS ARE GROUPED TOGETHER BASED ON EACH DEPARTMENT AT MARIAN, WITH THE EXCEPTION OF ELECTIVE COURSES WHICH ARE GROUPED TOGETHER IN ONE SECTION.
  - IN EACH SECTION, YOU WILL SEE THE COURSES THAT ARE AVAILABLE FOR SOPHOMORES
- EACH SECTION HAS IMPORTANT DIRECTIONS YOU MUST READ AND FOLLOW.
- THE ARROW NEXT TO THE SECTION WILL EXPAND/MINIMIZE THAT CONTENT AREA.
- COURSE TITLES ARE ABBREVIATED IN PLUSPORTALS - IF YOU'RE UNSURE WHICH COURSE IS WHICH, CLICK ON THE SMALL "I" ICON AFTER THE TITLE AND YOU WILL SEE THE FULL COURSE TITLE AND DESCRIPTION.

# SAMPLE ENGLISH SECTION



LastName, FirstName

Grade Level: GRADE XX

Form: Rising Sophomore Course Requests 2025-2026

Follow the prompts and course recommendations to choose your courses for the 2025-2026 school year.

[Expand all sections](#)   [Collapse all sections](#)

## Sophomore English Courses

Choose 1 English course that you have been recommended to take. If there is no recommendation, you should choose English 2.

### Course Recommendations:

[Expand all courses](#)

[Collapse all courses](#)

  ENG 2A



  ENG 2



  ENG 2H



# SOPHOMORE COURSE REQUIREMENTS

- ENGLISH - CHOOSE 1 COURSE
- MATHEMATICS - CHOOSE 1 COURSE
- PHYSICAL EDUCATION - CHOOSE *PE 20R* *SPORTS PERFORMANCE TRAINING AND FIRST AID*
- SCIENCE - CHOOSE 1 COURSE
- THEOLOGY - CHOOSE *THEOLOGY 20R* *THEOLOGY 2 HONORS*
- ELECTIVES - CHOOSE 1-2 TOTAL CREDITS
  - CHOOSE TWO FULL CREDIT COURSES – OR –
  - CHOOSE ONE FULL CREDIT COURSE AND A STUDY HALL – OR –
  - CHOOSE TWO HALF-CREDIT COURSES AND 1 FULL CREDIT COURSE

REMEMBER TO VIEW PREREQUISITES FOR ALL COURSES TO SEE IF YOU'RE ELIGIBLE TO TAKE THEM

# SOCIAL SCIENCE AND STUDY HALLS

- YOU ARE REQUIRED TO TAKE 3 CREDITS OF SOCIAL SCIENCE CLASSES TO GRADUATE
  - YOU WILL EARN 1.5 CREDITS JUNIOR YEAR WITH US HISTORY (1 CREDIT) AND CONSUMER ECONOMICS (.5 CREDIT)
  - YOU WILL EARN .5 CREDIT SENIOR YEAR WITH US GOVERNMENT
  - THEREFORE, YOU MUST TAKE EITHER HUMAN GEOGRAPHY (9<sup>TH</sup> GR), WORLD HISTORY (10<sup>TH</sup> GR), PSYCHOLOGY (12<sup>TH</sup> GR) OR DC INTERNATIONAL RELATIONS (12<sup>TH</sup> GR)
- YOU CAN TAKE UP TO ONE STUDY HALL (ELECTIVE) EACH SCHOOL YEAR AND STILL GRADUATE WITH 24 CREDITS

# COURSE RECOMMENDATIONS

VIEW THE COURSES YOU HAVE BEEN RECOMMENDED TO TAKE BY CLICKING ON *“COURSE RECOMMENDATIONS”* LOCATED ABOVE THE LIST OF COURSES IN EACH SECTION

- MANY UPPER LEVEL COURSES REQUIRE TEACHER RECOMMENDATIONS.
- IN MOST CASES, STUDENTS SELECT THE COURSE/ONE OF THE COURSES THEY’VE BEEN RECOMMENDED TO TAKE.
- IF THERE ARE NO RECOMMENDATIONS, YOU SHOULD SELECT THE “REGULAR” COURSE IN THAT SUBJECT AREA FOR YOUR GRADE LEVEL.



A screenshot of a computer interface showing a table titled "Course Recommendations". The table has two columns: "Course" and "Comments". There are two rows in the table. The first row contains "ENG 3H" in the "Course" column and an empty "Comments" column. The second row contains "ENG LAN AP" in the "Course" column and an empty "Comments" column.

Course	Comments
ENG 3H	
ENG LAN AP	

# COURSE RECOMMENDATIONS

- IF YOU WERE NOT RECOMMENDED FOR A COURSE YOU WISH TO TAKE, MAKE AN APPOINTMENT TO MEET WITH YOUR CURRENT TEACHER (OR THE DEPARTMENT HEAD OF THE COURSE YOU WISH TO TAKE)
- BRING A [COURSE RECOMMENDATION FORM](#) WITH YOU (FORMS AVAILABLE IN GUIDANCE)
- BE PREPARED TO DISCUSS:
  - THE REASON(S) YOU THINK THAT YOU'D BE SUCCESSFUL IN THE COURSE, WHY YOU DID NOT MEET THE PREREQUISITE(S), & HOW YOU PLAN TO MAINTAIN THE REQUIRED GRADE TO STAY IN THE COURSE (IF ANY)
  - IF THE TEACHER APPROVES THE RECOMMENDATION AND SIGNS THE FORM, BRING IT TO GUIDANCE AND THE RECOMMENDATION WILL BE ENTERED IN PLUS PORTALS

**\*COURSE SELECTIONS FOR COURSES THAT YOU WERE NOT RECOMMENDED TO TAKE WILL NOT BE HONORED!**

# BACKUP ELECTIVE COURSE SELECTIONS

- ALL STUDENTS *MUST* CHOOSE 2 BACKUP ELECTIVE COURSES
- THESE CANNOT BE THE SAME COURSES CHOSEN IN THE ELECTIVE SECTION.
- BE CERTAIN THAT YOU ARE ELIGIBLE TO TAKE THE COURSES YOU SELECT.
- THESE WILL REPLACE ELECTIVES IN THE EVENT THAT YOUR ORIGINAL CHOICES DO NOT “FIT” INTO YOUR SCHEDULE.

# SAVING AND SUBMITTING COURSE REQUESTS

- LOG IN AND COMPLETE THE SELECTION PROCESS
- SAVE AND COME BACK LATER THROUGHOUT THE PROCESS IF YOU WANT TO DISCUSS ANY PORTION(S) WITH YOUR PARENTS, TEACHERS OR COUNSELOR
  - USE THE *"SAVE & REVISIT LATER"* OPTION
- WHEN YOUR SELECTIONS IN ALL SECTIONS ARE FINAL, CLICK *"SUBMIT"*
  - YOU WILL GET A WARNING THAT STATES, *"DO YOU REALLY WANT TO SUBMIT THIS FORM NOW?"*- SELECT *"YES"*

ONCE YOU'VE SUBMITTED YOUR COURSE REQUEST FORM, CHANGES CANNOT BE MADE!  
YOU MUST SEE MRS. HILTON TO MAKE ANY CHANGES AFTER YOU'VE CLICKED *"SUBMIT"*

# NEW COURSES FOR SOPHOMORES 2026-2027

- SPORTS PERFORMANCE TRAINING – SEE PREREQ'S IN CURRICULUM GUIDE AND/OR MR. BRYAN SMITH
- THEOLOGY 2 HONORS – SEE PREREQ'S IN CURRICULUM GUIDE AND/OR YOUR THEOLOGY TEACHER
- ART DEPARTMENT – SEE MS. MEJDOULI
  - ART FOUNDATIONS
  - DRAWING 1/DRAWING 2
  - PAINTING 1/PAINTING 2

# COURSE FEES

- AP COURSES: \$110/COURSE
  - TO BE PAID NO LATER THAN FRIDAY, MARCH 20
  - IF YOU DON'T PAY BY THE DEADLINE YOU WILL BE PLACED IN A SIMILAR HONORS OR REGULAR-LEVEL COURSE UNTIL THE FEE IS PAID

# PARENT/STUDENT REVIEW AND APPROVAL

- *COURSE REQUEST VERIFICATION* FORMS THAT CONFIRM YOUR COURSE REQUESTS WILL BE MAILED HOME ON *MONDAY, MARCH 3*
- IF YOU'D LIKE TO CHANGE YOUR COURSE REQUESTS, YOU MUST RETURN THE VERIFICATION FORM TO MR. FEARN WITH THE REQUESTED COURSE CHANGE(S) NO LATER THAN *FRIDAY, MARCH 20* AT WHICH TIME ALL COURSE SELECTIONS ARE FINAL.
  - ANY COURSE CHANGES AFTER THE DEADLINE ARE SUBJECT TO AVAILABILITY AND REQUIRE A \$30 COURSE CHANGE FEE

# FINAL SCHEDULES

- FINAL COURSE OFFERINGS ARE DETERMINED BY TOTAL NUMBER OF STUDENT REQUESTS AND AVAILABILITY OF QUALIFIED TEACHERS
  - A COURSE COULD BE CANCELLED EVEN AFTER THE REQUEST PROCESS HAS BEEN COMPLETED
- DURING SCHEDULING, ATTEMPTS WILL BE MADE TO MEET THE REQUESTS OF ALL STUDENTS
- BACKUP ELECTIVE CHOICES WILL ONLY BE USED IF THE ELECTIVE CHOICES DO NOT FIT INTO/CONFLICT WITH REQUIRED COURSES WITHIN YOUR SCHEDULE
  - IF A COURSE YOU REQUESTED IS CANCELLED OR IF YOU HAVE A "SCHEDULE CONFLICT", MRS. HILTON WILL CONTACT YOU TO DISCUSS ALTERNATE OPTIONS AND TO ASSIST YOU IN ADJUSTING YOUR COURSE SELECTIONS.

# REGISTRATION TIMELINE

PLUS PORTALS REGISTRATION OPEN:  
MONDAY, FEBRUARY 2 - FRIDAY, FEBRUARY 20

COURSE REQUEST VERIFICATION FORMS MAILED HOME:  
TUESDAY, MARCH 3

AP FEES DUE - DEADLINE FOR COURSE RECOMMENDATIONS – COURSE SELECTIONS FINAL:  
FRIDAY, MARCH 20