

Frequently Asked Questions Regarding Online Course Registration

Below are some frequent questions with answers to assist you.

Q. How do I access MyPlan to select courses?

A. From the Poway website, click on the MyPlan button on the bottom right side or type the following address into your web browser: <https://myplan.powayusd.com/>.

Q. What is my username and password?

A. You will need to use your Novell username and password.

Q. I am trying to register for my courses and it will not let me do that. Can you tell me what I need to do?

A. First of all, ensure that you are trying to register during the period of time when the course registration window is open. If it is anytime outside of the window, you will not be able to register for courses online. Secondly, courses may only be selected in student accounts.

Q. I forgot my password. Can you give it to me?

A. We cannot access passwords. However, you can reset it yourself by going to the MyPlan sign-on page and clicking on the appropriate link to reset your password.

Q. I don't have access to a computer to register for my courses. What should I do?

A. Computers are available in the Titan Center and in the library that can be used for course registration.

Q. I am not sure which classes I should take. What should I do?

A. We recommend students talk to their teachers if they have questions about the appropriate level of a course they should take next year. Teachers know students the best and will be able to give a good assessment of their skill level. We have provided a number of helpful documents in the box above to assist you in course selection. This is an opportunity to learn more about course offerings directly from participating teachers and groups.

Q. Do I have to sign up for alternate classes?

A. Yes, you will be required to select alternates for elective courses. There may be times when we will need to go to your alternate course list because a course may not become available. For example, if we do not receive enough requests for a certain course, then we cannot have the class and will need to look at alternate choices.

Q. Can I schedule an appointment with a counselor?

A. Students will receive instructions on how to request their courses for next year through classroom presentations. If they have additional questions, students may come into the Counseling Office to speak with their counselor during break, lunch or after school. In addition, we have set aside Q & A sessions for parents. Please visit the PHS website to sign up for a time to meet.

Q. When entering my courses online there is a place for Alternates. What do I do?

A. You may enter your second choice electives only. For example: if Photography 1 is your first choice elective, input course number 000872 as part of your 15. In the Alternates section you can enter your other choices you would like if Photography is unavailable. Alternates do NOT count as part of your 15 total course selections!

Q. I keep seeing a red "Pre-Req not met" warning...can I still sign up for the class?

A. Yes, it's only a warning. In most cases, students are currently enrolled in the pre-requisite. See your counselor for questions.