

LINCOLN SOUTHEAST HIGH SCHOOL ONLINE REGISTRATION INSTRUCTIONS



QUICK INSTRUCTIONS

1. **LOG IN!**
2. **CLICK AND DRAG COURSES** and **PASS 1 or 8!**
3. **VERIFY 70 CREDITS!**
4. **ALTERNATES!**
5. **CONFIRM SELECTIONS!**
6. **HIT DONE TO SAVE YOUR COURSES!**

NEED MORE INFO?

1. **GO TO** <http://lse.lps.org/> click on “Counseling”, and then “Connect to Online Registration”
2. **LOG IN** using your student ID and computer password
3. **CLICK AND DRAG** courses and **PASS 1 or 8** to the “Select Courses” box
4. **REMOVE SELECTIONS** by dragging courses to the “trash” at the bottom of the page
5. **VERIFY 70 CREDITS** at the bottom of the page
6. **DRAG ALTERNATES** into the “Alternate Courses” box once you have registered for 70 credits (add alternates for any Fine or Applied Art and P.E.)
7. **CONFIRM SELECTIONS** by clicking on “Confirm Selection” box
8. **LPS GRADUATION REQUIREMENTS** are listed on this screen to the right
9. **HIT DONE** or your selections will not be saved!
10. **LOG BACK IN** anytime during the registration window to make changes or verify graduation requirements

