SKYWARD®

ARENA SCHEDULING

This area allows you to build your student's schedule for summer school. Click on Arena Scheduling on the left menu bar in Skyward Family Access. You will see your student's name with a hyperlink underneath with the year 2023-24. If you have more than one student, please pay attention to which you are choosing as you schedule.

After selecting the Arena Scheduling link, a list of available courses for your student will display. The filter options of Period and Subject can be set to assist you in the selection process. You can choose between **Enrichment** or **Intervention** for subjects. Once entered, click the Apply Filter button. Also note the capability to reset your filter.

UNDERSTANDING THE LAYOUT

Seats Avail
Will show the remaining seats until the course is full. Once full, the course will close and you will not be able to register.

Course
Course name will match the name in the course catalog.

Prd
Options 1, 2, 3: this is the session the course meets as listed in the course catalog.
Session 1 - 8:00 - 9:30 Session 2 - 9:45 - 11:30 Session 3 - 12:00 - 3:00
Some classes meet for two periods combined, you will see two periods listed.

Trm
Options W1, W2, S1, S2, S3: this is the week the course meets as listed in the course catalog.
Week 1: June 17 - 20 Week 2: June 24 - 27
S1: Weeks 1 & 2, S2: August 5-15 S3: August 19 & 20

Grades
Lists the grades the course is available to. You will only see courses on this list that your student qualifies for based on grade level (completed in 23-24 school year).

Class
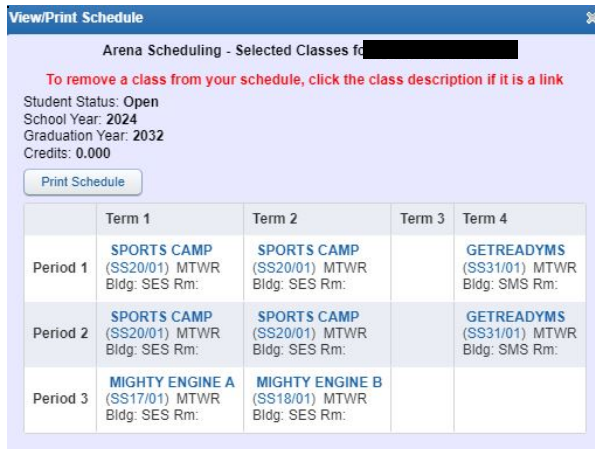This is the class code as listed in the course catalog. Ex, 3...2...1...Blast Off! SS01

SCHEDULE A CLASS

To schedule a class, click Add to the left of the class. Once selected, the course will display in the list as Enr (Enrolled) and can be removed by clicking the Remove link. If the Add button is not available to select, it may be because scheduling is not open yet for your student. Please note, it will not allow you to add two courses that meet at the same time.

VIEW/PRINT SCHEDULE

This link allows you to view the courses you have selected, as well as to print the schedule. Courses may be unscheduled from this screen by clicking the course description. A popup will display that says "Are you sure you want to remove "COURSE NAME"? By clicking YES, the course will be removed from the schedule.
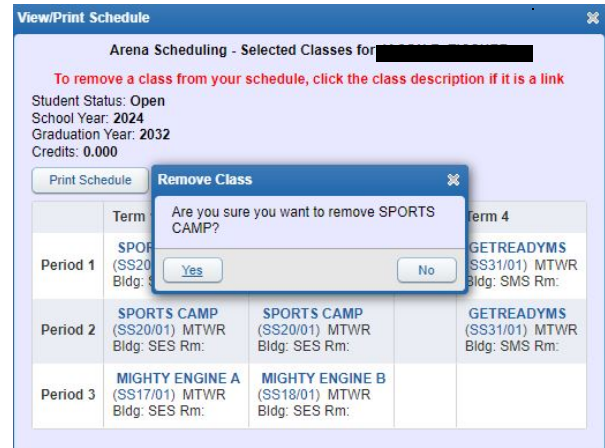

SUBMIT SCHEDULE

This link allows you to review the schedule before you submit it for approval. The Student Status changes to Waiting and you can no longer make additional scheduling updates unless the office changes the status back to Open.

VIEW/PAY COURSE FEES

Some courses have an associated fee. After submitting your schedule, please make a payment for your courses. Click on Fee Management on the left side of Family Access. You'll see all assigned fees per student. Click Make a Payment to pay with a card. Otherwise, please send payment to your child's school office with either cash or check.

Family Access

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My Account | Email History | Exit

Fee Management

| Home |
| Arena Scheduling |
| Ethnicity/Race |
| Calendar |
| Gradebook |
| Attendance |
| Student Info |
| Busing |
| Food Service |
| Schedule |
| Discipline |
| Test Scores |
| **Fee Management** |

Unpaid Balance

▔▔▔▔ 5.00

Print Reports

No reports are available

View Fees | View Payments | View Totals | Make a Payment | Add a Fee

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2024	Thu Apr 25, 2024	3...2...1...BLAST OFF!	5.00	0.00	5.00	5.00	�▬▬▬▬▬▬▬▬▬	