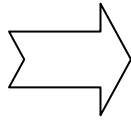


CLARKSON SECONDARY ON-LINE COURSE SELECTION

You will need your :



- **Ontario Education Number (OEN):** find this on your student card, report card or see your guidance counsellor
- **Date of Birth (DOB)**

Step 1. VISIT www.myblueprint.ca/peel

CLARKSON STUDENTS – Created accounts in December :

- If you are an **Existing User** enter your email and password and click **Login**.
- Forgot your password? Click **Forgot your password?** for help.

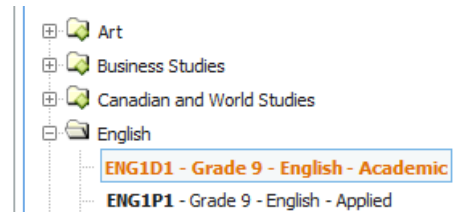
CREATE AN ACCOUNT – If you missed creating an account make sure you include **/PEEL** in the website address. You will need to have your OEN number (see above) and birth date to download your credit history into your account.

Step 2. PLAN YOUR COURSES – From the myBlueprint **Home** screen:

- Select **High School Planner**
- Click the **Submit Courses** button that appears in the Course Selection box on the left.
Note: The button will say **Plan Courses** if course submission is not yet enabled.

TO ADD COURSES FOR NEXT YEAR:

- In **High School Planner**, click **+ [Course]**.
- In the **Course Selection and Details** screen, explore the available courses. Plan courses with your future goals in mind!
- Click **Add Course to Plan** when you find the course you want.



Step 3. SUBMIT COURSES – only if button is **ENABLED** by your school.

- Clarkson's submit button will be enabled from Feb 4th – Feb 18th
- When you are sure you are ready to submit your course selections, click **Submit**.
- **Note: you will not be able to manually change your courses once you hit the submit button.**

CONFIRM & PRINT – Carefully review the **Submission Details** page to ensure that you're meeting the requirements for the courses you've selected. Check to be sure the courses listed are correct. Once you have *carefully* reviewed your course selection, click **Confirm & Print**.

You're done! Now print and return a *signed* copy of your **Course Selection Sign-Off Sheet** to your Counsellor or Teacher.