

Fort Bend Independent School District
Family Access Course Request Guide for Current 5th -7th Grade Students

Current **5th - 7th grade students** must complete a Middle School Course Request including Alternate courses for the next school year .

Students will complete course requests, endorsements, and career plans for the next school year online through **Family Access**.

Begin by clicking Skyward - **Family Access**, located at the bottom of your screen.

Then click on **Login to Family Access**

When the login screen opens, the students will type in their login and password, and click on the **Sign In**. *You will use your **student network login and password that you use at school**.*

Bus Routes School Meals Student Registration Family Access

SKYWARD FAMILY ACCESS

[Login to Family Access](#)

SKYWARD[®]

FORT BEND INDEPENDENT SCHOOL DISTRICT
FBISD PRODUCTION

Login ID:

Password:

Sign In

[Forgot your Login/Password?](#)

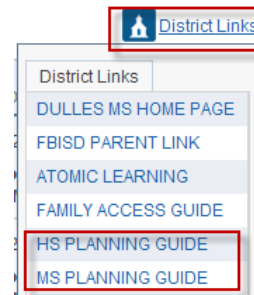
05.13.10.00.03-10.2

Login Area: Family/Student Access

Fort Bend Independent School District

Family Access Course Request Guide for Current 5th -7th Grade Students

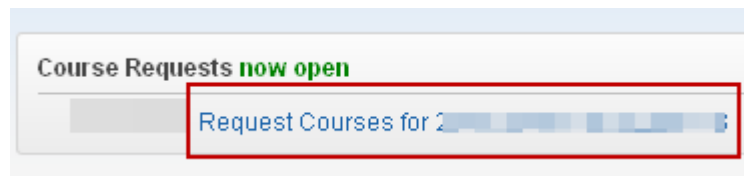
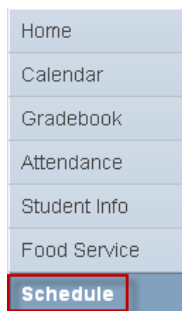
When students log into Student Access, helpful district links are located on the top right. The High School and Middle School planning guides are available online if you have a question about a course.



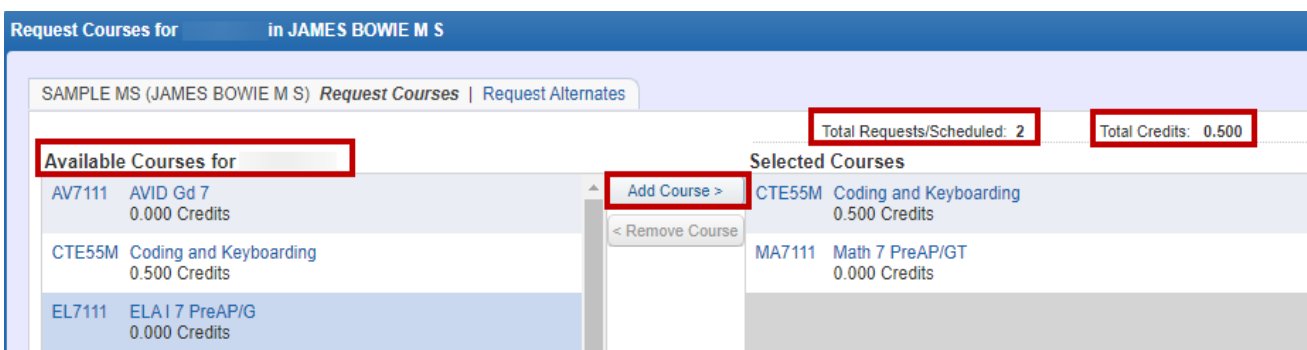
COURSE REQUEST

To access the Course Request link for the next school year:

- Click **Schedules**
- Click on the link Request Courses for xxxx-xxxx (future school year) in your next year school to start the process.



The **Available Courses** list is in alphabetical order on the left. Scroll down the list and highlight a course to request. After highlighting the course, click **Add Course**. The requested course then moves to the Selected Course column on the right side. Middle School students transitioning into high school for the next school year will need to review the **Total Credits** field to determine the number of courses selected. Your school will give you the appropriate number of courses to select.



The screenshot shows the 'Request Courses for' interface for 'JAMES BOWIE M S'. At the top, it says 'Request Courses for JAMES BOWIE M S'. Below that, there are two tabs: 'SAMPLE MS (JAMES BOWIE M S) Request Courses' and 'Request Alternates'. On the right, there are two summary boxes: 'Total Requests/Scheduled: 2' and 'Total Credits: 0.500'. The main area is divided into two columns: 'Available Courses for' and 'Selected Courses'. The 'Available Courses for' column lists three courses: AV7111 AVID Gd 7 (0.000 Credits), CTE55M Coding and Keyboarding (0.500 Credits), and EL7111 ELA I 7 PreAP/G (0.000 Credits). The 'Selected Courses' column lists two courses: CTE55M Coding and Keyboarding (0.500 Credits) and MA7111 Math 7 PreAP/GT (0.000 Credits). An 'Add Course >' button is highlighted with a red box between the two columns, and a '< Remove Course' button is below it. The 'Available Courses for' header is also highlighted with a red box.

Fort Bend Independent School District

Family Access Course Request Guide for Current 5th -7th Grade Students

If you are having difficulty locating a course from the list, there is a search filter at the bottom left of the screen. To locate a course, you can enter a portion or all of the course **description**. Click the **Search** button. You do need to clear the field after use to display the entire list of courses again.

To view particulars of a course, click once on course name and a detail box will display.

ELA 17	
JAMES BOWIE M S	Dept: LITERACY
Alphakey: EL7211	Subj: ELA 7
Course Length: YEAR	Credits: 0.000
Curriculum: ELA 17	Course Grade: 7
Explanation: ELA 17	

ALTERNATE COURSE REQUEST

To add Alternate Course Requests:

- Click on **Request Alternates** at the top left of the screen.
- Select alternates as directed by your school.
- List them in the order of your preference by setting the priority (#1 being the highest).

Note: Click on the arrows and move it up and/or down in priority or remove it.

Selected Alternate Courses			
1	9SA01	Organic Chemistry	1.000 Credits
2	CFI02	Accounting I	1.000 Credits
R	EL142	Eng IV	1.000 Credits
R	FL231	French III Pre	1.000 Credits

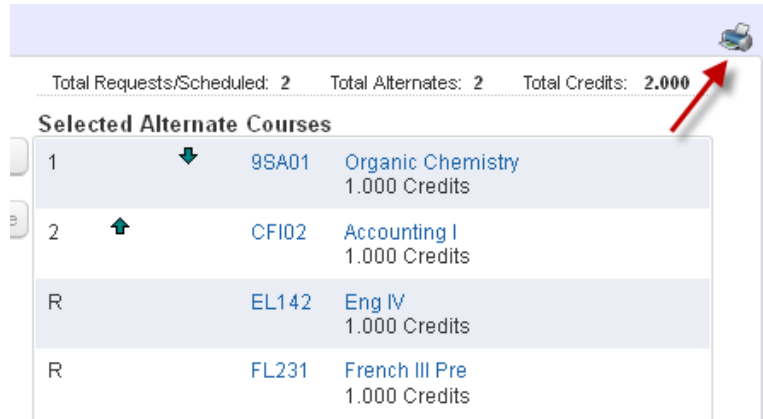
Verify your selected **course requests (R)** and the **alternate course requests (numbers in the priority column)**.

Selected Alternate Courses			
1	9SA01	Organic Chemistry	1.000 Credits
2	CFI02	Accounting I	1.000 Credits
R	EL142	Eng IV	1.000 Credits
R	FL231	French III Pre	1.000 Credits

Fort Bend Independent School District
Family Access Course Request Guide for Current 5th -7th Grade Students

When the selection process is completed, you may print a copy of your selections by clicking on the **Printer Icon**.

(Be sure to be on the **Request Alternate Courses Screen to see requests and alternate requests.**)



The screenshot shows a software interface with a light blue header bar. On the right side of the header bar is a printer icon. Below the header bar, there are three summary statistics: "Total Requests/Scheduled: 2", "Total Alternates: 2", and "Total Credits: 2.000". A red arrow points to the printer icon. Below these statistics is a section titled "Selected Alternate Courses" which contains a table with four rows of course information.

Selected Alternate Courses			
1	↓	9SA01	Organic Chemistry 1.000 Credits
2	↑	CFI02	Accounting I 1.000 Credits
R		EL142	Eng IV 1.000 Credits
R		FL231	French III Pre 1.000 Credits

Click the **X** and then the **Logout** button when finished.