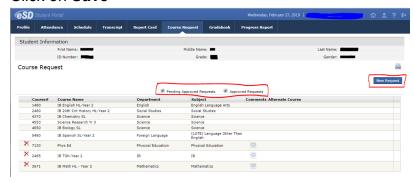# eSchoolData STUDENT PORTAL
CREATING COURSE REQUESTS

Students will be able to view and create course requests on the eSchool Student Portal.

- Students will **log into the Student Portal**
  https://esdstudentportal.lhric.org/DobbsFerry
    - username: student ID # (include zeros at the beginning if necessary)
    - default password if they never accessed their account: student505

- Click on the **Course Request** tab.
- All existing course requests will be displayed.

To add a New Course Request:

- Click on the **New Request** button
- Select a **Course** from the drop down menu
  Click on **Save**

Notes to Students:

- Recommended courses for the next school year will appear in your account under the **Course Requests** tab.
- Both students and parents can create new course requests, **but cannot remove a teacher recommended course.**
- If you would like request Earth Science or Algebra 1, please refer to the Course Registration Waiver that can be found on the Scheduling Process website.