

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**

Course#	Course Name	Department	Subject	Comments	Alternate Course
1480	IB English HL-Year 2	English	English Language Arts		
2480	IB 20th Cnt History HL-Year 2	Social Studies	Social Studies		
4370	IB Chemistry SL	Science	Science		
4553	Science Research Yr 3	Science	Science		
4890	IB Biology SL	Science	Science		
5480	IB Spanish SL-Year 2	Foreign Language	(LOTE) Language Other Than English		
7130	Phys Ed	Physical Education	Physical Education		
2485	IB TOK-Year 2	IB	IB		
3671	IB Math HL -Year 2	Mathematics	Mathematics		

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](#).