

February 27, 2017

Mama/Papa Kramer  
Re: Cosmo Kramer  
123 Main St  
Ashwaubenon, WI 54304



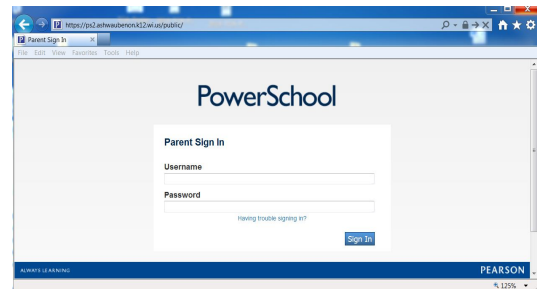
PS Obj.Report: ParentAccess-Summer-IDs&QuickRef  
Revision: 05/04/2016

*This information has been previously mailed  
to you as follows:  
Original - 2/27/2017  
Subsequent -*

Dear Mama/Papa Kramer:

You can register for Cosmo's Summer School classes online by using a web browser (InternetExplorer, Firefox, Chrome, Safari, etc.) to access our PowerSchool Summer School system. To access this system:

1. From your web browser, enter **<https://ps2.ashwaubenon.k12.wi.us/public>** in the Address/URL space as shown (don't type www.).  
NOTE: This is different from the Address/URL you use for PowerSchool during the normal school year.
2. Sign in using student's Username and Password (see bottom of this sheet) then click **Sign In**.
3. Click on the **Class Registration** icon.  
Other icons don't apply to Summer School.



#### Registering For Classes:

- \* Summer School 2017 Online Class Registration window is open from **Monday, March 6 to Thursday, April 6, at 3:00 p.m.**
- \* Course selections are based on what grade the student is in **THIS SCHOOL YEAR** (2016-17).
- \* Typically, you'll select 2 courses as your 1st two choices (i.e. highest priority) and 2 courses as your Alternates (i.e. lower priority). Differences here are current PK3 and 4K students who only can select 1 course and grades 6-11 who can sign up for a 3rd course for Athletics and, in the case of 8th Graders, Marching Band.
- \* Once you've made you course selections, you must click on the **Submit** button at the bottom right of the Course Registration screen. To see that Submit button, you may have to scroll to the bottom of the screen. If you don't click the Submit button, any work you've done will be lost and you'll have to re-enter your selections.
- \* Other documents to help you register are the Summer School Course Offerings booklet and the Summer School Online Course Selection Detailed Instructions. Both are linked at the top of the Class Registration screen in PowerSchool and posted at **[www.ashwaubenon.k12.wi.us/summer\\_school.cfm](http://www.ashwaubenon.k12.wi.us/summer_school.cfm)**.

**Student Usernames & Passwords are the same as those on the PowerSchool system accessed during the normal school year. However, the Address/URL is different.** Online Class Registration must be done by signing into the student's account. Please distinguish between the number zero (0) which is narrower than the capital letter O which is rounder. **Usernames and Passwords are CASE SENSITIVE.**

*Cut out for student: Cosmo Kramer*

**PowerSchool**

<https://ps2.ashwaubenon.k12.wi.us/public>

Student Username: **taylo410**

Student Password: **82290**