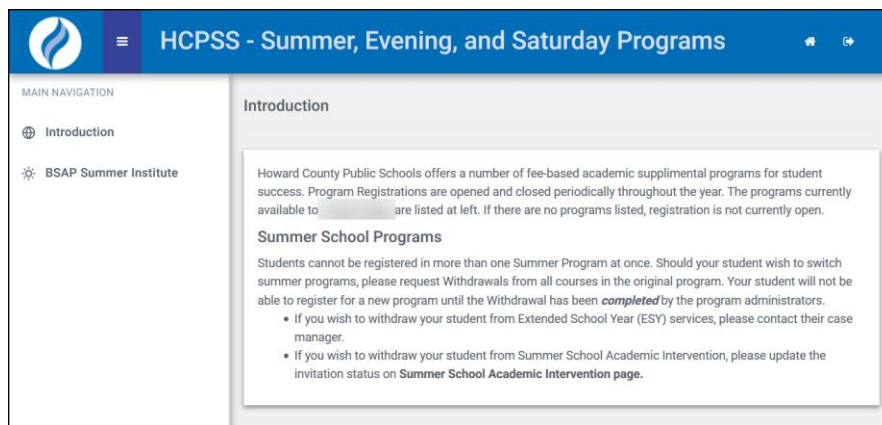


Register for a Program

You will use HCPSS Connect to register your child for any HCPSS Summer Program, Evening School, or BSAP Saturday Math Academy.

1. Access the HCPSS Connect website.
2. Select the appropriate child if you have more than one child listed.
3. On the Home page, click on **More Options** in the left panel.
4. Click the **Summer/Evening/Saturday Program Student Registrations** link. The Introduction page displays and shows available programs in the navigation panel on the left.



5. All available programs will be listed in the left panel. Click on the desired program.

WARNING FOR SUMMER PROGRAMS: If your child has already been placed in another HCPSS Summer Program, you will not see any summer program options in the left pane.

Registration Term:
The Howard County Public School System's Summer Institute program provides educational opportunities for academic acceleration while elective classes offer creative and innovative learning experiences for students entering Kindergarten through Grade 9.

In the morning, students are provided educational opportunities for enhancement in core instructional areas of reading and mathematics. The afternoon offers many exciting enrichment opportunities for all students. The emphasis is on creativity, expression and exploration in STEM (science, technology, engineering, and math), drama, the arts, African American Studies, Hip Hop Dance, healthy lifestyles, world languages, and other project and inquiry-based courses.

COURSE SELECTION

Academic	AM Enrichment (select one)	PM Enrichment (select two single period courses or one double period course)
<input type="radio"/> Let's Get Ready for Fifth Grade	<input type="radio"/> AM Engineering <input type="radio"/> Spanish <input type="radio"/> Trial of the Century <input type="radio"/> Wellness and Fitness	Single Period: <input type="checkbox"/> Broadcasting <input type="checkbox"/> Creative Writing <input type="checkbox"/> Debate <input type="checkbox"/> Food and Nutrition <input type="checkbox"/> Journalism <input type="checkbox"/> Junior Achievement <input checked="" type="checkbox"/> Martial Arts <input checked="" type="checkbox"/> Photography <input type="checkbox"/> PM Engineering

6. Select the appropriate course options as indicated on the screen.



NOTE: For BSAP Saturday Math Academy, your only option will be your child’s current math course.

7. For Summer School programs, review the **Transportation** section. Select the appropriate response to indicate your transportation needs if options are available. Transportation is not available for all programs.

8. Click **Save**. Your request will be submitted. A blue message appears at the top of the screen indicating that your requests have been submitted. This does not guarantee your placement in the program. You will be contacted once placements are made.

View Requests for a Program

After requests have been submitted for any program, you can view these requests by clicking on the **Current Requests** option in the left panel. View the **Course Request Status** to see if the student has been Scheduled or Waitlisted. Click the **Cancel Request** button to cancel your request for the course.

Students cannot be registered in more than one Summer Program at once. Should your student wish to switch summer programs, please request Withdrawals from all courses in the original program. Your student will not be able to register for a new program until the Withdrawal has been **completed** by the program administrators.

- If you wish to withdraw your student from Extended School Year (ESY) services, please contact their case manager.
- If you wish to withdraw your student from Summer School Academic Intervention, please update the invitation status on **Summer School Academic Intervention page**.

School/Program	Course ID	Course Title	Course Request Status	Approved
Summer School - G/T(Summer)	GA03	3-D Art Adventures	Requested	<input type="checkbox"/>
Summer School - G/T(Summer)	GG24	3 2 1 Blast Off Into Outer Space	Requested	<input type="checkbox"/>

Request Withdrawal from a Program

You can request a withdrawal from any program after your child has been enrolled.

1. Click on the **Current Requests** option in the left panel.
2. Click the **Withdraw** button for the course.

HCPSS - Summer, Evening, and Saturday Programs

MAIN NAVIGATION

- Introduction
- Current Requests**
- G/T Summer Institute

HCPSS - Summer, Evening, and Saturday Programs

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School/Program	Course ID	Course Title	Course Request Status	Approved
Summer School - G/T(Summer)	GG24	3 2 1 Blast Off Into Outer Space	Scheduled	Withdraw
Summer School - G/T(Summer)	GG28	Great Adventures in Math Engineering and Science	Scheduled	Withdraw

Please enter all applicable reasons:

Attendance
 Conflicts with after school activities
 Conflicts with parent schedule
 Cost of tuition
 No longer needed
 Other
 Resource issues
 Transportation difficulties

Request Refund:

Complete Cancel

3. Select the check boxes for all applicable reasons.
4. Select if you want to request a refund.
5. Click **Complete** to finalize your withdrawal request.