



## Summer Programs 2019 Course Requests Directions

For Ursuline Students, classes of 2020, 2021, 2022 and 2023

### Important dates:

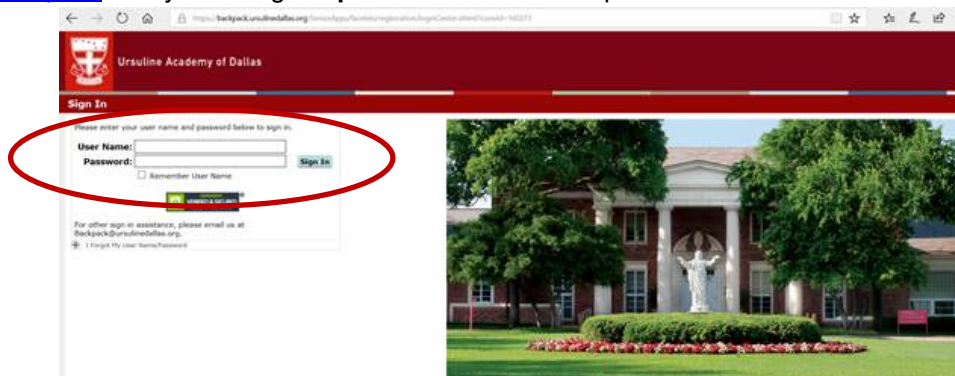
- Classes of 2020, 2021, and 2022 Course Requests for all courses and workshops open **February 12 at 9:00 AM**
- Classes of 2020, 2021, and 2022 June credit course requests close **February 14**
- Class of 2023 Course Requests for all courses and workshops open **April 25 at 9:00 AM**
- Class of 2023 June credit and non-credit course requests close **April 30**
- All Classes June Summer School Workshops requests close **May 10**
- All Classes August Back-to-School Workshops requests close **June 10**

### Important notes:

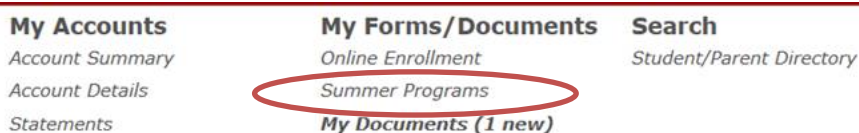
- For details on specific courses, including course descriptions, class dates and times, refer to the [Summer 2019 Course Listing](#) on the [Summer School webpage](#).
- Summer School Course Requests are made in your MyBackpack **parent** account.
- Your course request status will say "Submitted, Pending Approval". You do not need to take any further action. This will change to "Approved" when your request has been processed by the Finance Office and fees are added to your tuition account. No direct payment is needed when making course requests.
- To add, drop or change a course after online Course Requests close, a parent or guardian may email [summerschool@ursulinedallas.org](mailto:summerschool@ursulinedallas.org). Changes may be made up to June 1, 2019.

### Steps for Requesting Summer School courses, workshops, and camps:

1. Log in to [MyBackpack](#) with your assigned **parent** username and password.



2. Under the **My Forms/Documents** menu, choose **Summer Programs**.



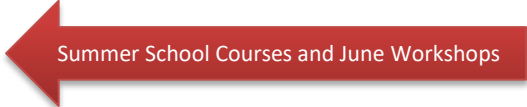
- Select the **blue** link that corresponds to the program you are requesting. Summer School courses and June Workshops will use the top link. Camps and August Workshops will use the bottom link.



**Welcome to Summer 2019 at Ursuline Academy!**  
 Ursuline's Summer Programs foster academic, athletic and personal growth through a wide variety of camps, workshops, and courses exclusively for girls. For details on specific programs, including dates and times, refer to the [Summer Programs Webpage](#).

**Summer School Courses** and **June Summer School Workshops** offer academic credit and non-credit academic enrichment options for enrolled Ursuline students. See full course and workshop descriptions here: [Summer Programs Course Listings](#).

[Click here to request Summer School Courses and June Workshops](#)

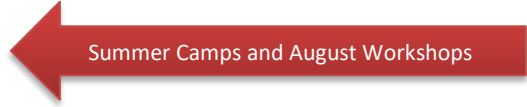


**UA Sports Camps** offer girls entering grades 1-10 a great time honing their skills with Ursuline coaches in Spring Break and Summer sessions.

**STEM Adventures Camp** offers girls entering grades 7 and 8 a fun way to use biology, chemistry, math, and engineering design to solve real-world challenges.

**August Back-to-School Workshops** offer non-credit academic enrichment for enrolled Ursuline students.

[Click here to request Camps and August Back-to-School Workshops](#)



- If you have more than one daughter at Ursuline, select the one for whom you are requesting courses.
- Request the courses, workshops or camps that your daughter would like to take this summer. Selecting an Alternate is optional.

Selected Courses / Programs:

Selected Classes

Total Course / Program Fee: \$0.00

Submit

View Detail [Search](#)

(17) only (2)

<b>Algebra/Geometry Refresher</b>						
<a href="#">View Detail</a>						
<a href="#">Select</a>	<a href="#">Alternate</a>	Jun 08 - Jun 28	9:30 AM - 12:00 PM	Fee:\$350.00	Catalog Group:Credit-Ursuline students only	
<b>Art Portfolio Preparation</b>						
<a href="#">View Detail</a>						
<a href="#">Select</a>	<a href="#">Alternate</a>	Jun 08 - Jun 28	9:00 AM - 12:00 PM	Fee:\$475.00	Catalog Group:Credit-Ursuline students only	

- If a requested course is full, you will see a **Waitlist** button rather than **Select**. Click on Waitlist and your daughter will be added to the list when your request is submitted. You will be contacted when a place becomes available in the course.

<b>Intro to Computer Science</b>			
<a href="#">Waitlist</a> (Full)	Jun 08 - Jun 28	9:00 AM - 12:00 PM	Fee:\$475.00
<a href="#">Waitlist</a> (Full)	Jun 08 - Jun 28	12:45 PM - 3:45 PM	Fee:\$475.00

7. When you have made all course requests, click **Submit**. Once submitted, your Course Request status will say “Submitted, Pending Approval”. Your request is complete, and you do not need to take any further action.

The screenshot shows a student's profile with a red circle around the text "Submitted, Pending Approval". The student's age is listed as (as of 2/16/2017) and their grade is not specified. A "View/Print Registration" link is visible. The balance is \$0.00 and a "Submit" button is present. Below the profile is a table of course requests:

Course Name	Meeting From/To Dates	Meeting From/To Times	Fee	Status
Macroeconomics	June 07 - June 28	9:00 AM - 12:00 PM	\$475.00	Submitted/Waitlisted
Macroeconomics	June 07 - June 28	12:45 PM - 3:45 PM	\$475.00	Submitted/Waitlisted

An "Add or Modify Courses / Programs" link is at the bottom left.

8. Once your course request has been processed, your daughter's status will change to “Approved” and you will see the courses for which she is scheduled and/or waitlisted.

The screenshot shows the student's status updated to "Approved", circled in red. The student's age is (as of 2/15/2017) and their grade is 9. The "View/Print Registration" link is still present. The balance remains \$0.00. The "Submit" button is now greyed out. The table below shows the student's schedule:

Course Name	Meeting From/To Dates	Meeting From/To Times	Fee	Status
Intro to Computer Science	June 08 - June 28	12:45 PM - 3:45 PM	\$475.00	Scheduled
Intro to Computer Science	June 08 - June 28		\$0.00	Waitlisted

Links for "Add or Modify Courses / Programs" and "View/Print Schedule" are at the bottom.

9. Payment for Courses and Workshops will be applied to your tuition account. Payment for Sports Camps must be made by e-check at the time of registration.

**Please contact us with your questions:**

- [Summer School and STEM Adventures Camp questions](#)
- [UA Sports Camp questions](#)
- [Tuition or payment questions](#)
- [MyBackpack questions](#)

**We look forward to seeing you at Ursuline this summer!**