



North Sanpete High  
**COUNSELING  
CENTER**

**Counselor** Heather Allred      390 East 700 South  
**Counselor** Ben Cox            Mt. Pleasant, UT 84647  
**Counselor** Jon Hafen          Phone (435) 462-2452  
**Registrar** Becky Rees        Fax (435) 462-3112

Welcome to North Sanpete High School!

We want to make sure that your transition here is smooth and that you get everything you need to be successful. We have a lot of information for you, but don't worry, we will be here to assist you with anything you need. You have teachers, counselors, administrators, secretaries, and other staff members who all want to help. Your counselor will be based on your last name: A-H Ben Cox, I-M Heather Allred, N-Z Jon Hafen.

To access this document online go to [nshcounseling.org](http://nshcounseling.org)

**BEFORE - Register Online**

Go to <https://nssd-reg.phoenixlearning.com/preregister.html>

Bring the following or upload as part of online registration:

- Birth Certificate (must present original)
- Immunization
- Proof of Residency
- Custody and/or Parenting Plan (if applicable)
- IEP/504
- Records from previous school

**Counseling Center**

- Create schedule with counselor
- Review [PowerSchool](#) access with parent
- Review [Naviance](#) access with student
- Complete survey in Naviance
- Discuss lunches, flex, advisory
- [School Map](#) and [Bell Schedule](#)
- Take photo (if after school photos)
- [Register My Athlete](#) (for students involved in UHSAA activities & sports)
- [Choose club or organization](#)

**Front Office**

- [Pay Fees](#)
- 504 Plan (if needed, schedule with principal)
- Lunch number and payment
- iPad (library)
- [Bus Route](#) or call (435) 462-2954

**Schedule (times and days)**

We have an A/B schedule: every Monday/Wednesday is A day, and every Tuesday/Thursday is B day. On Fridays, we have all 8 classes.

**Advisory and Flex Time**

Every day of the week after 1st period we have 30 minutes scheduled. On the first day of the week, that time is used for advisory. You meet with an assigned group. Teachers will check your

grades, give announcements, complete activities, and take care of other important school-related items.

For the other days of the week, that half hour is called flex time. You are allowed to go to any teacher to get help, you can work independently, or you can choose from a few other activities. If a teacher assigns you to a flex because of your grades or attendance, you are required to attend that specific flex, or you will be marked absent.

## **Apps and Online Programs**

### **PowerSchool - [ps.nsanpete.org](https://ps.nsanpete.org)**

This is where you will check your grades and attendance.

Student PowerSchool Username:

Password:

### **PowerSchool App**

Download this app in the app store. In order to log in and access your student's account, you need the district code: MPPJ

You can use the app to receive alerts and notifications about attendance and grades.

### **Canvas - [northsanpete.instructure.com](https://northsanpete.instructure.com)**

Canvas is our online learning management system. Many classes use Canvas for class assignments, learning modules, quizzes, discussions, and more. You can check your grades here as well for those classes that use Canvas. It's good to check your grade in both Canvas and PowerSchool to make sure they are syncing properly! Username and password for Canvas are the same as Gmail.

### **Google Drive, Docs, & Gmail**

We use the Google Suite for many different purposes at NSH. You should check your school Gmail on a regular basis because we send announcements, surveys, class updates, and other important information to you via email.

You should familiarize yourself with how to use Google Drive and Google Docs (and other Google Suite apps). Those will help you in many of your classes.

Your Gmail and password are also important because we use them for many logins

Gmail:

Password:

### **Naviance - [student.naviance.com/nsanpetehigh](https://student.naviance.com/nsanpetehigh)**

This is an online program we use for college and career readiness, including ACT prep, career interest inventories, skills quizzes, scholarship information, college and career info, and other important information for you and your counselor. Username and password are the same as Google, using Clever.

### **Online classes: [Odysseyware](#) and [Aleks](#)**

If you need to take an online class, whether for credit recovery or for original credit, you will be enrolled in Odysseyware for most classes and Aleks for math. If you have multiple classes to complete, you should consider adding an online class period to your schedule.

### **ClassChoice - [cc.nsanpete.org](https://cc.nsanpete.org)**

This website is used to help students view their schedules and choose their classes. This site is only used in preparation for a new semester. Schedules can normally be viewed in PowerSchool.

### **NSH Counseling - [www.nshcounseling.org](https://www.nshcounseling.org)**

The counseling website has important information discussed here, as well as more information regarding scholarships, course offerings and class selection, colleges, pathways, financial aid, and more.