Summer School Online Course Requests
Student Process

1. To access your StudentVue account, click on the studentLBUSD link on the District home page

OR

Enter the web address directly in your browser: studentlbusd.lbschools.net

2. Enter your Username and Password, then click “Log In”

Your Username is your 9 digit Student ID

Your Password is your birthdate in this format: MMDDYY

3. Once you are logged into studentLBUSD, you may see a Messages screen (samples images below)
   Click on the “X” in the upper-right corner to get to the next step
4. Click on “Applications” at the bottom of screen, then click on the” StudentVUE” tile

5. Log in to StudentVUE

6. Enter your User Name and Password, then click “Login”

Your User Name is your 9 digit Student ID

Your Password is your birthdate in this format: MMDDYYYY

* Note: use 4-digit year

7. Click on “Course Request”
8. Click the button labeled “Click here to change course requests”

9. In the “Course Title” box enter the course title of the class you are interested in taking

10. Click “Search Courses”

A list of available courses will display

11. Click “Request” to select a specific course or click “Alternate” to request an alternate course

12. Click the button labeled “Click here to move selected requests to Selected Course Requests”

If you want to add another course, repeat steps 9-12
13. Once all of your courses are selected, click on the button labeled “Click here to return to course request summary,” this will give you a chance to review your choices.

14. When you have reviewed your selections and are ready to submit, click on the button labeled “Lock Course Requests.”

* Note: Once locked only the counselor can unlock

15. When you are finished, click “Logout” to end your session.