

How to Access **The 4 Year Plan Online**

1. Go to the Montgomery County Public Schools web site
www.montgomeryschoolsmd.org
2. Click on the “**For Students**” tab (orange tab in the upper right of the page).
3. In the College & Career Column, Click on **Graduation Requirements**.
4. On the left side of the page (in the tan section), Click on **My Worksheet**.
5. In the **Your Planning Worksheet** box (on the right), enter your email address.
6. Select **Winston Churchill HS** from the drop down list of schools at the top.
7. For each subject area, click on the subject area to bring up all courses. Once you choose a course and the grade in which you intend to take the course, click on **Add Course** (at the bottom).
The course will be added and you will return to your 4 Year Plan Worksheet.