
Student Instructions to select locker online

1. Go to locker administration [website](#) for the school.
2. Login using your student number as the user id and your initials and student number as the password. For example, if your name is "John Smith" and your student number is 12345, your user id would be "12345" and your password would be "JS12345". The password is case sensitive!
3. Zones of the school are already designated by grades. Note that as the availability of lockers in a zone the zone buttons will change from **Yellow** (many lockers available), to **Orange** (over 50% of lockers capacity assigned) to **Red** (no lockers available in zone other than your grade).
4. Before you can select your locker, please enter the combination of the lock you will be using with dashes in a format such as "00-00-00".
5. All available lockers will be listed in the zone designated for your grade. A locker entry that is **Green** is an empty locker, and a locker entry that is **Orange** has at least one person in the locker already. ie Grade 10 students will be required to share their locker with their preferred locker partner.
6. Once you have selected a locker, you can login at any time to see your assigned locker and combination.
7. You cannot change your locker through the online application.