

COURSE SELECTION AND ELECTIVE CHOICE –

Some examples of forms and approaches used to help students make informed choices about course selections and elective choices

Examples include resources from the following Schools/Districts:

- *Elk Gove Unified School District, Elk Grove, California*
- *Henry W. Grady High School, Atlanta Public Schools, Atlanta, Georgia*
- *Riverwood International Charter High School, Sandy Springs, Georgia*
- *South Brunswick High School, South Brunswick Public Schools, South Brunswick, New Jersey*
- *LaDue Horton Watkins High School, Ladue, Missouri*
- *Saline High School, Saline Area Schools, Saline, Michigan*
- *Adlai E. Stevenson, District 125 Lincolnshire, Illinois*

Elk Grove Unified School District

Elk Grove, California

Course Selection

“It is extremely important that students adhere to the guidelines listed below when selecting their courses for the upcoming school year. Students are requested to:

1. Read carefully the instructions on the course selection form before starting to make course selections.
2. Review transcripts and complete or revise the four year educational plans. Students must complete all graduation and enrollment requirements. In addition, they should select courses that support their plans for college and other training.
3. Be certain that they meet the prerequisites for the courses selected. If a course requires teacher permission they must obtain the proper signature on the course selection form and must follow the application, try-out, or placement procedures for designated courses.
4. Complete course selections, obtain parent’s or guardian’s signature, and submit the selection form on or before the designated deadline.

The course descriptions contained in this catalog will help students understand what each course will offer and will assist students in making their final selections for registration. Students and parents may also access this catalogue on the district web page.

<http://www.egusd.net/academics/catalogs.cfm>”

The assignment of teaching staff for the upcoming school year will be based upon the data gathered from course selection. The number of students requesting each course will determine which courses will be offered and the number of teachers needed to

teach these courses. Therefore, students should plan and select their courses carefully. It will be extremely difficult to change a course once a selection is made."

Henry W. Grady High School

Atlanta Public Schools
Atlanta, Georgia

**Henry W. Grady High School
2013-2014 Academy and Elective Selection Sheet
for Rising 9th Graders**

Return this Form (Front and Back) to Your Counselor

(Please Print)

Student Name _____

Address _____ Apt # _____

City _____ State _____ Zip Code _____

Parent/Guardian's Name (print) _____ Relationship _____

Home Phone _____ Work Phone _____

Email Address _____ Current Middle School _____

_____ Male _____ Female Date of Birth _____

I. Academy Interest

*** Before selecting your academy, please visit the GAcademy411 website at www.gacollege411.org -- Career Planning – Learn About Yourself and complete the surveys and interest inventories listed there. This will help you make a decision about your academy based on your interests and career goals.

Place the numbers 1, 2, and 3 in the appropriate boxes to indicate your first (1), second (2), and third (3) preferences. NOTE: You MUST indicate your top three choices. If you do not select a 2nd and 3rd choice, you will be randomly assigned to an academy.

- Options: Biomedical Sciences & Engineering
 Business & Entrepreneurship
 Communication & Journalism
 Law & Leadership

I affirm that all information on this form is accurate at the time of completion. I understand that every effort will be made to match the students with their first preferences; however, depending on space and availability, students may be placed in their 2nd or 3rd academy preferences.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

II. Elective Selections for the 2013-2014 School Year

Each Grady academy offers the same core (English, math, science, and social studies) and foreign language options. Most electives at Grady are open to all students regardless of academy. There are some required, theme-based classes into which students will be scheduled based on their academies.

Please complete ...this form to indicate your elective preferences for your 2013-2014 schedule. Parents//guardians and students must sign the elective selection page.

2013-2014 Elective Selection Sheet for Rising 9th Graders

For each of the three academies that you ranked on the front page, please place a check mark beside the theme-based elective that interests you the most:

- Options: Biomedical Sciences & Engineering
 ___ Introduction to Biomedical Sciences
 ___ Introduction to Engineering
Business & Entrepreneurship
 ___ Marketing Principles
 ___ Business Essentials
Communication & Journalism
 No theme-based elective choice; all students take Journalism I, Computer Applications, and Oral/Written Communication
Law & Leadership
 No theme-based elective choice, all students take Introduction to Law & Justice & Oral/Written Communication

Foreign Language.

Please rank your interest in the following foreign languages by placing a 1, 2, or 3 next to each (1=most interest). ___ Spanish ___ French ___ Latin

Open Electives

Every student takes eight classes each semester (English, math, science, social studies, foreign language) PLUS theme-based academy electives (see above), PE, or open electives (below). Please indicate your interest in the following open electives by ranking your top six choices by placing a 1, 2, 3, 4, 5, and 6 next to each (1=most interest) Note: Personal Fitness is required for ALL students (APS graduation requirement); students must earn another PE credit through by taking a PE class, participating in marching band or JROTC, or participating in two seasons of the same varsity sport.

- ___ Intro to Visual Art (1 semester)
- ___ Fabrics/Fibers I (fashion design) (1 semester)
- ___ Fundamentals of Drama/Technical Theater (2 semesters)
- ___ Leadership Education & Training (JROTC)
- ___ Recreational Games (PE (1 semester)
- ___ Weight Training (PE) (1 semester)
- ___ Contemporary Music Studies (1 semester)
- ___ Band (2 semesters)

- Orchestra (2 semesters)
- Chorus (2 semesters)
- Jazz Band (2 semesters)
- Beginning Guitar (1 semester)
- Beginning Music Theory (1 semester)

* Placement in Jazz Band or a musical ensemble beyond the beginning level require the recommendation of your current music teacher and/or audition with a Grady music director. You will receive more information regarding this later in the semester.

Arts Minor

In an effort to support the visual and performing arts at Grady within the small learning community model, Grady has added the minor in the arts. Declaring a minor in the arts makes it a priority for the student to take a music class, an arts elective, a drama course, or be in a musical ensemble. Although it does not guarantee that the student will be scheduled into these courses, it does make it clear to the guidance counselors and academy teachers that this is a scheduling priority for the student.

If you would like to have an arts minor, please indicate your first and second choice among the paths below:

- Band Orchestra Chorus Visual Art Photography Fashion Drama

Please describe your prior involvement, talent, and interest in the paths indicated above (if any):

Signatures

I support placement in the open electives indicated above. I understand that every effort will be made to place students in their preferred classes; however, depending on space and availability, students may be placed in the other open electives.

Student's Signature

Date:

Parent's/Guardian's Signature

Date

*Source: Henry W. Grady High School, Atlanta Public Schools; Atlanta, Georgia
<http://www.atlanta.k12.ga.us/cms/lib/GA01000924/Centricity/Domain/5818/Academy%20Selection%2013%2014.pdf>*

RIVERWOOD INTERNATIONAL CHARTER SCHOOL
Sandy Springs, Georgia

Academic Catalog & Schedules

2014-15 Scheduling Information

Grade Level Meetings (late January, early February)

Student Grade Level Meetings

The administration held meetings with each grade level to explain the registration process and how to fill out the electives cards (available on line)

Students have online access to the catalog during the spring semester as they began registering for the next year's classes. This comprehensive catalog includes information about:

- Academic Programs
- Graduation Requirements
- Course Sequences for core content areas as well as business and elective offerings
- Four-year plans for all diploma options
- Plans for each magnet program strand: International Business, Global Studies, and the Diploma of International Baccalaureate
- Course Descriptions
- Registration Timeline
- And Important Information in Spanish

Agenda: Review of course catalogues, course spotlights by department, Registration Day, Commitment Forms, Waiver Form, Make-Up Registration, Questions

Course Catalogue is online at

<http://school.fultonschools.org/his/riverwood/Pages/AcademicCatalogSchedules.aspx>

(Includes information regarding course offerings, scheduling process, etc.

Options: Consider course loads, activities, and home/work responsibilities as you select to challenge yourself in certain course areas

Review of specific grade level related options, dual enrollment, etc.

Parent Letter

A letter sent to parents on February 18, 2014 explains the registration process for the 2014-15 school year. Please look it over carefully and plan to attend the Parent Scheduling Night on Wednesday, March 5. (Rising 9th grade parents have a separate scheduling night Tuesday, March 4)

 [View February 18, 2014 Parent Letter - English](#)

 [View the February 18, 2014 Parent Letter - Spanish](#)

In-School Registration Day Thursday, February 20, 2014

 [Special Bell Schedule for February 20](#)

Students report to advisement before 1st period.

Signatures for electives during all lunches.

Sign at the bottom of the registration card

Return to advisement after 8th period

Ensure that card is complete

 [Download the 2014-15 Academic Catalogue](#)

Please direct any questions to Assistant Principal [Opie Blackwell](#)

Waiver forms – available in March

Verifications

1st Verification: Analyze course load and requests, and make changes. If a course must be changed, it must be addressed in this phase. March 3-7 w/ evening on March 5th.

2nd Verification: to ensure that all changes from 1st verification are current. NO CHANGES after April 4, 2014.

At Riverwood International High School, there is a separate Elective Registration Sheet for each grade level. For example, a Rising 9th grader could choose electives from the following categories:

YOUR SELECTIONS HERE: All Spaces must be filled. Spaces 2-4 are prioritized -- Favorite in #2 to least favorite in #4.

- 1. (must be CTE) _____
- 1. (must be VPA) _____
- 1. (must be World Lang) _____
- 2. _____
- 3. _____
- 4. _____

World Language

Choose 1 World Language in #1. You may NOT put another world language in selections 2-4. All levels beyond 1 require a teacher signature!

Choices include:

- French 1, French 2, French 2 Honors
- Spanish 1, Spanish 2, Spanish 2 Honors
- Japanese 1, Japanese 2, Japanese 2 Honors
- Chinese 1, Chinese 2

Fine/Performing Arts Electives (VPA)

Choose 1 Arts in #1. You may choose additional Visual Performing Arts in selections 2-4 if you wish.

Choices include:

- Intro to Art and Design Fundamentals (2 linked semester courses)
- Acting 1
- Percussion Ensemble
- Beg. Band

Intermediate (Concert) Band
Advanced (Symphonic) Band
Music Theory/Piano 1
Beg. Orchestra
Int. (Concert) Orchestra
Adv. (Chamber) Orchestra
Beg. Chorus
Int. Chorus
Adv. Women's Chorus
Adv. Men's Chorus

Career Tech Electives (CTE)

Choose 1 career technology in #1. You may choose additional CTE courses in selections 2-4 if you wish.

Choices include:

Intro to Digital Technology
Foundations of Engineering & Technology
Audio/Visual Technology
Intro to Business Technology
Intro to Culinary Arts

Health/Physical Education

You may choose HPE courses in selections 2-4. Male Athletes in any sport are required to take Weight Training. Female Athletes in any sport are required to take Body Sculpting.

Choices include:

Recreational Games/Lifetime Sports
General PE 2/3
Weight Training
Body Sculpting
General Health/Personal Fitness

IMPORTANT FACTS TO REMEMBER – PLEASE READ AND SIGN BELOW:

- Class allotments and the number of teacher assignments are based on course requests, so **please choose your courses** carefully.
- You are making a year long commitment to your choices. Requests for schedule changes will not be granted after April 4, 2014. After April 4, schedule changes are made only if there is an error in scheduling or an error in academic placement.

Student Signature:

Date:

Parent Signature:

Date:

During the “scheduling season” (February) The Registration Cards for rising 10th, 11th, and 12th graders are available on the school website at

<http://school.fultonschools.org/hs/riverwood/Pages/AcademicCatalogSchedules.aspx>

There is also an application for special programs, including internship opportunities. Special programs at Riverwood include: Work-Based Learning, BVP Internship, Office Aide, Yearbook, TAG Directed Study, and TAG Internship. This is also due in February.

SOUTH BURNSWICK HIGH SCHOOL

South Brunswick Public Schools

South Brunswick, New Jersey

ON LINE COURSE SELECTION PROCESS

http://www.sbschools.org/schools/sbhs/school_information/course_book_introductions.pdf

South Brunswick High School conducts the scheduling process on-line.

A memo to parents and students about the scheduling process states the following (excerpts from memo):

“When you enroll on-line you will begin a process that will build a master schedule for the next school year. The courses that you choose will be tallied with all of the other requests from other students to create the classes offered for next year. Keep in mind that some courses have restrictions on the number of students that can take the course. This is usually the case when a course needs a particular classroom and that classroom is unique to the program (an example is Automotive Technology). In a case where space is limited, preference is usually given to seniors since they do not have the option of taking the class in subsequent years. If you sign-up for a course that is over-subscribed, you will automatically be placed in one of your alternate course choices.

Once the review of selections is completed, the process of building the master schedule begins. Based on the selections that you made, classes are created and placed in the schedule so that the largest number of students possible get the courses they selected.

Students will be able to view and verify their selections on line before the end of the school year. Please pick your courses carefully at the time of online registration so that you are not disappointed when you receive your final schedule as no changes can be made following the initial course selection process.

Please read the course descriptions carefully; look at the prerequisites and talk to friends, teachers, parents, and your counselor so that your choices truly reflect the courses that you want to take.

Please consider all of your options; make your selections and register ON TIME. Be very careful in selecting your alternate courses, since we may not be able to accommodate your first choice in all areas and you will automatically be placed in an alternate. Failure to meet the course registration deadline may jeopardize the chance of getting your desired program of study.”

LADUE HORTON WATKINS HGIH SCHOOL/LADUE HIGH SCHOOL

Ladue, Missouri

Transition Activities

Scheduling for Rising 9th Graders

- High School Counselors meet 8th grader teams on January 10th. – review of graduation requirements, registration/scheduling process - January 10th
- January 16th – Curriculum Fair, 6 – 8 p.m.
- Signed course request sheets due to Mrs. Mothersbaug by January 24th.
- Individual meetings with personal counselors January 29th – 30th to review course requests.
- Freshmen Orientation – Monday, August 4th @ 8 a.m.
- Link Crew – First Semester Academic Lab

Scheduling Hints

- Appropriate challenge is important
- Grades are the best predictor
- Requirements vs Expectations
- Take the strongest curriculum where you can be successful – aim for 5 core courses
- Academic Planning Website
http://www.ladue.k12.mo.us/lhqhs/academic_plan/index.html

Course Placement for 9th Graders

English	Literature and Composition/ Advanced Literature and Composition
Social Studies	U.S. Studies (1877-present)
Math	Discovery Algebra, Algebra, Geometry, Advanced Geometry, Advanced Algebra 2 Math Flow
Science	Biology/Advanced Biology

Modern & Classical Languages	Begin a Language or Continue a Language French, German, Hebrew, Latin, Spanish
Electives	Fine Arts Journalism Physical Education Practical Arts Special Electives

Course Selection sheets for Incoming 9th graders AND 10th -12th graders can be found on the school's website during the course registration period. (January, February)
http://teachersites.ladue.k12.mo.us/lhwhs/hnathanson/Course_Listings/Academic_Planning_Worksheets.html

Saline High School

Saline Area Schools

Saline, Michigan

2014-2015 Course Selection Scheduling

The course selection scheduling process has begun for the 2014-2015 school year. Each class will have a class meeting (see schedule below) where course selection materials will be distributed. Students are to review the materials with their parents, complete the course selection sheet and bring the completed sheet **with parent signature** to their assigned appointment time with their counselor. Students will receive their assigned appointment times at their respective class meetings. Appointments will be noted on the top of each student's course selection sheet, and this sheet serves as the student's pass for the appointment. During the appointment, completed course selection sheets will be reviewed and collected.

Please remember that all applications for classes that require an application (applications also available (on the school website) are due at the time of your appointment.

NOTE: It is very important that students attend their assigned appointments. If students are not able to attend their appointments, they should bring their completed course selection sheets to Mrs. Hibbard in the Guidance Office.

Junior Class of 2015 - Senior Year Course Selection

- Class meeting to distribute scheduling materials - Friday, January 10, 2014 – 2nd period
- Student appointments with counselors Monday, January 13 through Thursday, January 31, 2014

Sophomore Class of 2016 - Junior Year Course Selection

- Class meeting to distribute scheduling materials - Tuesday, January 22, 2014

- 1st period

- Student appointments with counselors Tuesday, February 4 through Tuesday, February 18, 2014

Freshman Class of 2017 - Sophomore Year Course Selection

- Class meeting to distribute scheduling materials - Wednesday, February 19, 2014 - 2nd period
- Student appointments with counselors Monday, February 24 through Friday, February 28, 2014

Eighth Grade Class of 2018 - Freshman Year Course Selection

- Class meeting at Middle School (Auditorium) to distribute scheduling materials – Thursday, February 20, 2014 - 3rd period (11:00)
- Counselors meet with teams at Middle School - Monday, March 18 and Tuesday,

Adlai E. Stevenson High School

District 125

Lincolnshire, Illinois

Course Selection “Stevenson is a comprehensive high school offering a wide range of choices for its students. With these choices, however, come important responsibilities. The courses a student selects in high school can significantly affect his or her options for the future. The school's goal is to help students make informed and wise decisions regarding their high school program. Our counselors can play an important role in the selection of courses. Not only can the counselor offer advice on Stevenson's courses, he or she also can assist students in using the College Career Center to obtain the most current information on careers and colleges across the United States. It is important to emphasize, however, that while our counselors are available to assist students in their course selection, the final responsibility for selection rests with students and their parents. Starting in January, students meet with counselors to choose courses for the following academic year. Upperclassmen receive recommendations from classroom teachers for continuation in required courses. Students choose electives and other academic courses not required for graduation. Freshmen course placements are determined by examinations. Course verification sheets will be mailed home in the spring so parents and students can review and make corrections to course selections. The master schedule is based on student selection of courses. Upon receipt of course verification sheets, further elective changes will be honored when possible. **Student Course Load** Every student must be enrolled in the following each semester:

- at least five credits of course work
- a sixth supervised period (either an additional class or a full-period study hall)

Students must meet the state of Illinois requirement of 300 minutes of supervision each day. Students meet with counselors to choose courses for the following academic year.

Upperclassmen receive recommendations from classroom teachers for continuation in required

courses. Students choose electives and other academic courses not required for graduation. Freshmen course placements are determined by examinations. Course verification sheets will be mailed home, after a class has completed the process. The master schedule is created based on student selection of courses. After creation of the master schedule, further elective changes will be honored when possible.....

Four-Year Plan

We encourage all students to reach well beyond the minimum graduation requirements and to make the most of the educational opportunities which Stevenson provides. Freshmen, along with their counselors, begin the development of their Four-Year Plan in their Freshman Advisory. Students are encouraged to review their Four-Year Plan with their parents each year before registration begins so that long-term curriculum goals can be planned and achieved as the students progress through their high school years. All students have the opportunity to update their plans at any time by meeting with their counselor. A planning worksheet is located at the back of the Course Book.

School Day Schedule

The school day at Stevenson High School extends from 8:05 a.m. to 3:25 p.m. Students are expected to be in attendance during these hours. There are eight 50-minute periods in each school day including a mandatory lunch period. "Early bird" classes are also offered in physical education. Alternate schedules are followed periodically throughout the school year to allow for various activities and meetings.

Student Tutorial Programs

Students earning unsatisfactory six-week grades will be required to attend scheduled tutorials in specific content areas in the resource centers until satisfactory progress occurs. See content areas for more specific information.

Course Availability

All courses listed in the Course Book require a sufficient number of student requests to run in a given year. If there is not sufficient interest in a particular course, it will not be provided during the upcoming school year”