

URBANA HIGH SCHOOL JUNIOR COURSE REQUEST FORM
This form is due to the HS Counseling Office by Friday, March 19, 2021

FULL STUDENT NAME _____ **ID#** _____ **HR** _____

Mark an X in the space next to the courses that you are requesting. You must schedule for at least six (6) courses per semester where a yearlong course will count in each semester. Juniors are required to be in attendance at the high school the entire school day, unless approved for and taking College Credit Plus (CCP) courses at a college campus, or in an approved work study program. Teacher recommendation is required for some courses; the recommending teacher should initial in the staff blank to the right of the credit. Students who do not meet prerequisites will have their course selections changed. *Indicates a course fee is required.

As you are considering courses, use a pencil to make your selections, but please make your final selections including signatures in pen.

REQUIRED COURSES

English Department	Credit	Staff	Science Department	Credit	Staff
_____ 011 English 10	1.00		_____ 411 Biology I*	1.00	
_____ 021 English 11	1.00		_____ 416 Env Science*	1.00	
_____ 021CCP English 1111	1.00	_____	_____ 421 Chemistry*	1.00	
_____ 031 English 12	1.00	_____	_____ 415 Human Phys*	1.00	
_____ 032CCP English 1112	1.00	_____			
			Social Studies Department	Credit	Staff
Math Department	Credit	Staff	_____ 111 American Studies	1.00	
_____ 202 Algebra IB	1.00		_____ 113 AP U.S. History	1.00	
_____ 203 Geometry	1.00		_____ 131 Am Govt & Econ	1.00	
_____ 205 Algebra II	1.00	_____	_____ 133 AP US Govt & Politics	1.00	
_____ 212 Honors Algebra II	1.00	_____			
_____ 214 CCR Math	1.00	_____			
_____ 213 Pre-Calculus	1.00	_____			

ELECTIVE COURSES

Agriculture, Food & Nat. Res. Dept.	Credit	Staff	Health/Physical Ed, Department	Credit	Staff
_____ 652 Animal & Plant Science* 1.25			_____ 763 Health	0.50	
_____ 662 Mechanical Principles* 1.00			_____ 765 Nutrition & Wellness	0.50	
_____ 660 Ag & Ind Power* 1.25			_____ 770 Fitness for Life	0.25	
_____ 656 Sci and Tech of Food* 1.25			_____ 773 Team & Ind Sports	0.25	
_____ 659 An Anatomy & Phys* 1.25			_____ 774 Core & Dyn Stgth Trng	0.25	
_____ 657 Bus Mmgt Ag/Env Sys* 1.25					
			Foreign Language Department	Credit	Staff
English Department	Credit	Staff	_____ 301 French I	1.00	
_____ 638 Yearbook	1.00	_____	_____ 302 French II	1.00	
			_____ 303 French III (CCP)	1.00	
Fine Arts Department	Credit	Staff	_____ 311 Spanish I	1.00	
_____ 707 Concert Band A*	1.00		_____ 312 Spanish II	1.00	
_____ 706 Band A w/ Marching*	1.25		_____ 313 Spanish III	1.00	
_____ 709 Concert Band B*	1.00				
_____ 708 Band B w/Marching*	1.25		Media/Tech/Marketing/Business Dept	Credit	Staff
_____ 711 Concert Choir*	1.00		_____ 234 Computer App*	0.50	
_____ 717 Climber Singers*	1.00		_____ 235 Computer Science Prin*	0.50	
_____ 712 Music Appreciation	0.50		_____ 236 Multimedia*	0.50	
_____ 713 Music Technology	0.50		_____ 240 Digital Photo/Video*	0.50	
_____ 715 Music Theory (CCP)	1.00		_____ 545 Pers Financial Mgmt*	0.50	
_____ 721 Art I*	1.00		_____ 550 Accounting I*	1.00	
_____ 722 Art II*	1.00		_____ 511 Business Foundations	0.50	
_____ 723 Honors Art III*	1.00		_____ 512 Finance Foundations	0.50	
_____ 727 Caricature I*	0.50		_____ 540 Marketing Principles	0.50	
_____ 728 Caricature II*	0.50		_____ 631 Marketing Apps*	1.00	
_____ 730 Sculpture*	0.50				
			Social Studies Department		
Over...			_____ 135 Psychology	0.50	
			_____ 137 Universal Studies	0.50	

Ohio Hi-Point Programs (CBI and Satellites)

OHP Career Based Intervention	Credit	Staff
_____ HP CBI II CBI 11-12	1.00	
_____ HP CBI JP CBI Job Plcmt	1.00	

Advanced Manufacturing Program	Credit	Staff
_____ HP U340 Intro to Des & Dev	1.00	
_____ HP U344 Welding Tech	1.00	
_____ HP U341 Autom & Robotics	1.00	_____

Air Transportation Program	Credit	Staff
_____ HP G361 Powerplant Th & Mnt	1.00	
_____ HP G363 Av Airframe Sys	1.00	

Health Sciences Program	Credit	Staff
_____ HP G350 Health Sci & Tech	1.00	
_____ HP G351 Clinical Lab Tech	1.00	

ALTERNATE ELECTIVES (REQUIRED)		
	COURSE #	COURSE NAME
1 st Alternate	_____	_____
2 nd Alternate	_____	_____
3 rd Alternate	_____	_____
4 th Alternate	_____	_____

My preference for a study hall is: (place an X on the line by your preference):

- _____ I NEED a study hall in my schedule.
 If only needed/preferred one semester, please circle your preference: 1st semester 2nd semester
- _____ If I have room in my schedule, I would like a study hall.
- _____ I do NOT want a study hall in my schedule.

SCHEDULE CHANGE CRITERIA

Due to commitments for staff assignments, balancing of class sizes, ordering of books, workbooks and supplies, schedule change requests after May 29th must meet one of the following criteria:

1. Mechanical error (example: course number mistyped from the course request sheet);
2. Course needed to meet graduation requirements;
3. Rescheduling of a course failure or not meeting a pre-requisite;
4. Necessity of student's physical health (doctor's recommendation);
5. Successful completion of a summer school course or summer credit flex course;
6. To select a different elective if, due to a master schedule conflict, the student was unable to get into a requested elective;
7. Addition in lieu of study hall the same period, class size permitting; or
8. Inappropriate academic placement with a teacher's recommendation and counselor and administrator approval.

Procedure for changing a schedule that meets one of the above criteria:

1. The student must consult with the counselor to determine the validity and possibility of the requested change.
2. The student must secure written permission from his/her parent/legal guardian prior to any schedule change.

COURSE WITHDRAWAL

This course withdrawal applies to a student dropping a course that is above the required 6 credits:

Course withdrawals are not permitted if the student is only taking the required 6 credits. If a student is taking more than the 6 required credits and desires to drop a class to take a study hall (room permitting), the following course withdrawal requirements are in place: If a student withdraws from a yearlong class after the 15th day, it will be recorded as a withdrawal/failing (WF). Withdraw from a yearlong class before the end of the 15th day will be recorded as a withdrawal (W). If a student withdraws from a semester class after the 8th day, it will be recorded as a withdraw/failing (WF). Withdraw from a semester class before the end of the 8th day will be recorded as a withdrawal (W). Parent approval is needed to withdraw from a class.

CCP course withdrawal must meet the deadlines of the college/university. The number of courses/hours must still meet the minimal high school requirements.

I have selected the courses marked above for the upcoming school year. Any changes that I decide to make will need to be made by May 29th. I understand that after that date no changes will be made to my schedule unless it meets the criteria above.

Date _____

Date _____

Student Printed Name _____

Parent Printed Name _____

Student Signature _____

Parent Signature _____