

# Scheduling Information

for CURRENT FRESHMEN



# Graduation Requirements

## First, cover the BASICS:

- English (4 credits)
- Math (4 credits, including Algebra II)
- Science (3 credits)
- Social Studies (3 credits)
  - World History (.5 credits)
  - US History (1 credit)
  - Government (.5 credits)
  - 1 credit of additional coursework
- Fine Art (1 credit)
- Health (.5 credits)
- Financial Literacy (.5 credits)
- Physical Education (2 units)
  - 2 semesters of PE classes and/or Dance Fitness
  - 2 units of PE waiver for 2 qualifying extracurricular/co-curricular seasons
- **OVERALL CREDITS: 21 credits**



# Graduation Requirements

## Second, show **COMPETENCY**

- Earn a passing score on the Ohio State Test in **Algebra I** and **English II** (684 or higher)

## Third, show **READINESS**

- Earn **two** of the following **diploma seals**
- One must be an Ohio-designated seal
  - Ohio MeansJobsReadiness Seal (Ohio)
  - Industry-Recognized Credential Seal (Ohio)
  - College-Ready Seal (Ohio)
  - Military Enlistment Seal (Ohio)
  - Citizenship Seal (Ohio)
  - Science Seal (Ohio)
  - Honors Diploma Seal (Ohio)
  - Seal of Biliteracy (Ohio)
  - Technology Seal (Ohio)
  - Community Service Seal (Local)
  - Fine and Performing Arts Seal (Local)
  - Student Engagement Seal (Local)



[Read more about Ohio's new Permanent Graduation Requirements](#)

# Typical SOPHOMORE Courses

- **English 10** – Standard or Honors
- **Math** – next course in the sequence
- **Science** – next course in the sequence
- **US History** – Standard or Honors/AP
- **World Language**
- **Choir, Orchestra, or Band**
- Any additional remaining graduation requirements (PE, Health, Financial Literacy, Fine Art)
- Any electives that may align with career goals/interests

*Remember: You must have at least 5 courses for each semester.*

# Scheduling Resources

*If you're not sure what to schedule:*

- Utilize the scheduling tools on the CHS Guidance website.
- Consult the Scheduling Packet.
- Read descriptions in the Course of Studies.
- Talk to your teachers.
- Talk to friends who have taken the classes.

*Make thoughtful choices in your electives that align with your interests or a possible career field.*

## CHS Guidance

Guidance Offices are located in each unit. The Guidance Counselors encourage students to make use of its services. These may include personal counseling, career planning, academic concerns and post-high school planning.

Counselors are available during regular school hours and usually after school by appointment. To see your counselor, make an appointment personally. Many times you will be able to drop in between classes or during your lunch period or study hall. From time to time, you will be called to the guidance office to see if your counselor may be of assistance to you. Each counselor meets with his or her students each year. These sessions are either group or individual contacts. The Guidance Department attempts to create an open door atmosphere for both students and faculty.



The Guidance Department offers the following resources:

- [Scheduling & Extracurricular Activities](#)
- [Naviance & College/Career Planning](#)
- [Standardized Testing](#)
- [Health & Wellness](#)
- [College Credit Plus](#)
- [Scholarships](#)

# Additional Course Options

## Summer School

- If you plan to take a summer school class, do not request the summer school class in Home Access Center for the school year
- View the **Summer School Packet** and **registration info** on the *Scheduling Resources website*



## College Credit Plus

- Visit the CHS [CCP website](#) to watch an informational video
- Submit the **Intent to Participate form** on the CHS CCP website by **April 1**
- Apply online to the **college's CCP program** by May 1 and submit any additional requirements

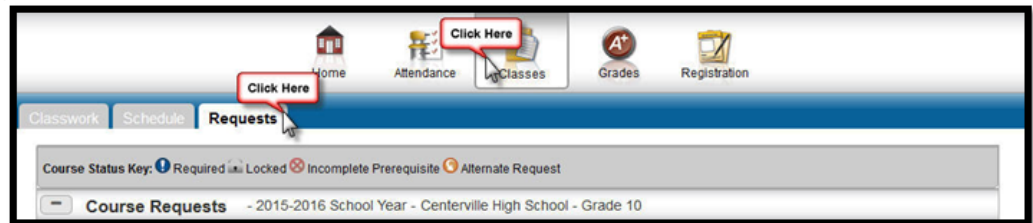
# Final Reminders

Remember to  
log into HAC  
and make your  
course requests  
prior to the  
deadline!

*Please make  
THOUGHTFUL choices in  
your course selections.  
We're here to help you  
along the way!*

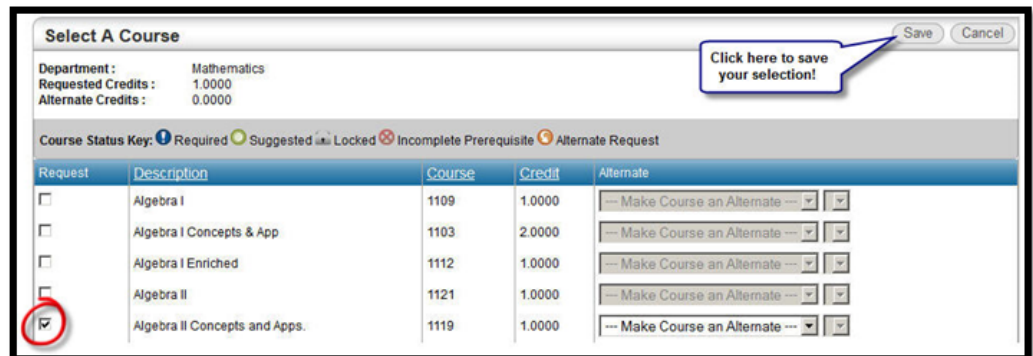
## Home Access Center (HAC): Entering Course Requests

1. Access HAC at <http://hac.centerville.k12.oh.us/homeaccess>
2. Enter your **User Name** (Student ID) and **Password** (CHS computer password)  
*Note: Students must use their own login information, not parent logins, to request classes.*
3. Click on the **Classes** button at the top of the screen and click on the **Requests** tab.



### To Add A Course:

1. Click on the **Edit** button for the **Subject Area** of the course you need to add:
2. Find the course you wish to add by scrolling down through the list.
3. Place a check mark in the Request box to choose the course:
4. Click on the **Save** button in the top right-hand corner.





# CHS Guidance Department

We offer the following resources on our website:

- Scheduling & Extracurricular Activities
- Naviance & College/Career Planning
- Standardized Testing
- Health & Wellness
- College Credit Plus
- Scholarships

Visit the [CHS Guidance Website!](#)

Follow the Guidance Department on  
Twitter: @ElksGuidance

