

High School Academic Student Handbook 2025-2026



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Advanced Placement Policy

Okemos High School offers AP courses for students ready for college-level work. Admission requires an application and selection. Students must take the AP exam each May and pay the exam fee; fee reductions are available for eligible students.

AP Exam Administration

OHS students enrolled in AP courses: Must apply by early February, pay fees by the deadline, and commit to the May exam.

OHS students not enrolled but taking exams for OHS AP courses: Must register and pay fees (usually by October), prepare independently, and commit to the exam or face penalties.

OHS students taking exams for AP courses not offered at OHS: Must register and pay fees by the fall deadline (usually November), prepare independently, and commit to the exam.

Capital Region Technical Early College at Wilson Talent Center (CRTEC)

While enrolled with [CRTEC](#), students will be part-time at Okemos High School and part-time at Wilson Talent Center for grades 11 and 12. They will spend grade 13 on a college campus, depending on the program in which they choose to enroll.

After successfully meeting the MMC requirements, students enrolled in Early College programs may participate in a commencement ceremony with their graduating class. The diploma will not be released to the student until they have completed the early college program requirements and OHS has been notified.

Certificate of Completion

Students who do not meet all requirements of the Michigan Merit Curriculum may be eligible for a [Certificate of Completion](#), which recognizes their academic participation but is not a high school diploma. Applications for this certificate can be made by the student or their parents/guardians, and the guidelines in this handbook.

Students on the Certificate of Completion track may participate once in commencement exercises while enrolled at Okemos High School. This decision is made by the student's IEP team in collaboration with parents/guardians.

Credit Recovery

Edgenuity

Edgenuity is an online credit recovery program for OHS students. Some courses mirror OHS classes, while others differ and have unique titles. Edgenuity courses are not NCAA-approved for athletic eligibility.

Courses can be taken during the school year or summer. Eligible students include those who:

- Did not earn credit in the required Michigan Merit Curriculum courses
- Need credits that don't fit into the schedule (with admin approval)
- Need elective credits to reach 22 for graduation
- Are out of sequence due to makeup credits
- Have an active IEP with resource support and want to attend Wilson Talent Center
- Are unable to attend school due to prolonged illness or suspension (with admin approval)

Credits and grades earned via Edgenuity appear on transcripts and are labeled accordingly. Students with grades between D- and C- in OHS courses cannot repeat those courses on Edgenuity to improve their grade; they must retake them in the regular schedule.

Graduation Alliance

Graduation Alliance offers flexible, research-based alternative education with social-emotional support to help at-risk and non-traditional students graduate and transition successfully after high school. Students must be principal-approved and receive technology, mentoring, qualified teachers, 24/7 tutoring, credit monitoring, and a flexible schedule. They remain OHS students while enrolled.

Graduation Alliance students may join athletics (if MHSAA-eligible) and OHS extracurriculars (with principal approval). Graduates receive an OHS diploma and may participate in commencement with their class.

Credit/No Credit Option

With principal, counselor, and parent approval, students may take courses as credit/no credit basis. Students complete this process *before* the semester begins.

Passing = "G" (no GPA impact)

Failing = "H" (no credit, no GPA impact)

Grading standards remain the same as letter-graded courses.

Dual Enrollment

Okemos High School students in grades 9–12 may participate in the [Michigan Department of Education \(MDE\)](#) administered Dual Enrollment Program, allowing them to take up to ten college courses for both high school and college credit. The Michigan State Legislature, 1996 PA 160 and 2000 PA 258, also known as the "Dual Enrollment" Bills, provides for students to earn college credit while in high school. The classes that students are eligible for must not be offered by the high school or PSA and must lead towards postsecondary credit, accreditation, certification, and/or licensing.

Eligibility and Requirements

Students must be enrolled at Okemos High School in at least one class and meet qualifying scores on assessments such as the Michigan Merit Exam (MME), PSAT, SAT, or ACT, depending on grade level. Dual enrollment courses must be academic and not offered at Okemos, excluding hobby, recreation, physical education, or religious courses.

Tuition and fees are covered by the district up to the state foundation allowance per student; families are responsible for any additional costs. If a student drops a dual enrollment course after registering, the family is responsible for tuition. If a student fails to complete a district paid postsecondary course, the student shall repay to the school district any funds that were expended by the district for the course that are not refunded to the district by the eligible postsecondary institution. This subdivision does not apply to a student who does not complete the course due to a family or medical emergency, as determined by the eligible postsecondary institution.

Students earn credit toward the 22-credit graduation requirement, with college credits typically converting at three to four semester hours, equaling one Okemos credit. Grades earned in the dual-enrollment process will be recorded as a letter grade on the OHS official transcript and be calculated in the student's GPA.

By March 1 annually, Okemos will provide students and parents with information about eligibility, costs, course options, support services, and potential consequences of enrolling in postsecondary courses. Students must register for dual enrollment courses via PowerSchool during spring registration and submit the required forms.

Counselors assist with course approval to ensure alignment with graduation requirements. Students and parents are encouraged to review program details at participating institutions, such as MSU and LCC, and confirm course compatibility with the high school schedule.

Additional Dual Enrollment Notes

The district will provide counseling to students and families to clarify the benefits, risks, and responsibilities associated with dual enrollment before students enroll. This ensures that families are well-informed and prepared to make decisions that best support the student's academic goals.

Students who complete ten dual enrollment courses, graduate, or receive funding for four academic years become ineligible for further district-funded dual enrollment. Those enrolling in dual enrollment courses that serve as prerequisites for Advanced Placement (AP) courses should carefully consider the rigor of the coursework and any grade requirements involved.

For more detailed information, students and parents should consult their assigned counselor.

MSU GATE Programming

Okemos High School students have access to enrichment programs through Michigan State University's Office of Gifted and Talented Education (GATE). Year-long programs include:

- Cooperative Highly Accelerated Math Program (CHAMP)
- Intensive Studies in Humanities, Arts, Language, and Literature (ISHALL)
- Amo Linguam Latinam (ALL)
- Michigan's Accelerated NihonGo for Americans (M.A.N.G.A)
- Accelerated Chinese Experience (ACE)
- Langue pour Étudiants Avancés de Français (LEAF)

Eligibility is determined by MSU GATE academic criteria. Programs rotate offerings and are not paid for by the district, though some families choose them to meet their child's needs.

CHAMP Note: Since Okemos offers a strong advanced math program with direct teacher access, fewer students participate in CHAMP.

Okemos High School Enrollment & Credits

Students taking MSU GATE courses will have an open slot in their OHS schedule. Freshmen and sophomores will enroll in another class. Juniors and seniors will enroll in another OHS class or reduce their schedules by one hour.

Students are responsible for OHS content and assignments missed during MSU GATE classes.

Absences during MSU GATE are marked "school-related" and do not count toward total absences.

Students earn 2 credits per year of MSU GATE enrollment. Credits may be applied to the OHS transcript as credit only (“G” notation) or as a letter grade, with the student choosing after grades are issued via the External Credit Form.

Post-MSU GATE Course Placement

CHAMP: After two years, students may test out of Precalculus, Precalculus Honors. If unable to test out or desired score not achieved, students may take Calculus.

ISHALL: Students are encouraged to continue earning English credits annually to meet college expectations. Eligible for AP English (application required; contact AP teacher). AP English enrollment is not guaranteed if classes fill with upperclassmen. Students may also complete AP English or senior electives via Michigan Virtual University.

LEAF: Eligible for AP French (contact AP teacher for application).

ALL: Culminates with AP Latin.

M.A.N.G.A: Culminates with AP Japanese.

ACE (Chinese): Culminates with AP Chinese.

Exchange Students

Exchange students will be categorized as 9th, 10th, or 12th-grade students for the purposes of providing accurate state testing data relevant to Okemos Public Schools students.

External Credit Guidelines

[Board Policy 5409](#)

External credit programs are increasingly available and popular with students to make up credit deficiencies or for academic enrichment. By definition, external credit is granted by organizations separate from Okemos High School. External credits may be applied to the OHS transcript only when needed to satisfy graduation requirements and only from educational institutions that have been approved by the Michigan Department of Education which Okemos High School partners, which includes online providers limited to those listed on Michigan’s Online Course Catalog.

- Coursework that satisfies specific graduation requirements may be taken externally only from an approved, accredited educational institution and must align with the Michigan Merit Curriculum and Okemos Board of Education requirements.
- We recommend that senior students submit external credit documentation to Okemos High School by the Thursday before graduation. If documentation of course completion is not received by then, it is unlikely that there will be sufficient time to process the credit to ensure participation in commencement.
- External credits not specifically satisfying graduation requirements or necessary to achieve the twenty-two credits required for graduation will not be recorded on the OHS transcript. Students may self-report such credits to post-secondary institutions as desired.
- External credits may or may not serve as prerequisites for advanced courses, and testing out may be required. It is strongly recommended that any student wishing to complete credits outside of OHS consult with their school counselor to ensure satisfactory progression.
- Credits earned during previous full or part-time enrollment in a district outside of Okemos Public Schools are considered “transfer credits” and therefore not governed by the External Credit Policy.

- It is strongly recommended that students who need credit recovery do so through OHS. If circumstances prevent participation in the OHS program, credits for recovery earned through any Michigan public school or an online program from Michigan's Online Course Catalog will be accepted.

Final Exam Policy

Each course requires a final experience (e.g., exam, project, paper, presentation), with a meaningful portion held during the scheduled final exam period. Final experiences count for 10 or 15% of the semester grade. Concerts may occur outside the final exam week. Early exams are not allowed unless approved by the principal due to extenuating circumstances.

Grade Change Policy

Grades can only be changed with the teacher's agreement or through a review panel. Requests must be submitted within 30 days of the next semester's start. If the teacher disagrees, appeals may proceed to the principal and then to a review panel made up of district and union reps. The panel's decision is final.

Grading

A student's grade point average will be computed according to the following scale:

A	=	4.00	100% - 93%
A-	=	3.80	92 - 90
B+	=	3.50	89 - 87
B	=	3.00	86 - 83
B-	=	2.80	82 - 80
C+	=	2.50	79 - 77
C	=	2.00	76 - 73
C-	=	1.80	72 - 70
D+	=	1.50	69 - 67
D	=	1.00	66 - 63
D-	=	.80	62 - 60
E	=	.00	
G	=	Satisfactory -- Credit (used for Credit/No Credit courses)	
H	=	No grade/no credit	
I	=	Incomplete	

Graduation

Students are generally expected to attend Okemos High School for four years and take enrichment courses to complete their schedule. If a student and their parent/guardian wish to pursue early graduation, they must meet with a counselor and submit an Early Graduation Intent Form, available in the Counseling Office.

Students who need a half credit or more to graduate are expected to carry a full course load, defined as six classes or five class hours with an approved reduced schedule.

Students with an IEP who meet credit and coursework requirements but have not yet achieved their post-secondary transition goals may participate in commencement; however, they will not receive a diploma or be counted as a graduate until those goals are met.

Students on a Certificate of Completion track may participate in commencement one time, with approval from their IEP team.

Graduation Requirements

To graduate from Okemos High School, students must earn at least 22 credits, including the following 18 required credits (subject to modification as permitted by law):

- English (4 credits): Literature and Composition 9, Literature and Composition 10, or approved alternatives.
- Mathematics (4 credits): Algebra I, Geometry, Algebra II, and a math course taken during the senior year.
- Science (3 credits): Physical Science, Biology, and one additional science course.
- Social Studies (3 credits): U.S. History and Geography (1 credit), World History and Geography (1 credit), American Government (0.5 credit), and Economics (0.5 credit).
- Health (0.5 credit): Skills for Health and Life (no modifications allowed).
- Physical Education (0.5 credit): Foundations of Physical Education.
- World Language (2 credits): Two credits in the same language.
- Visual, Performing, or Applied Arts (1 credit): Any course meeting VPAA requirements.

Students are expected to maintain a full-time schedule until all graduation requirements are met.

Incompletes (I)

Teachers may assign an Incomplete with admin approval.

Semester I: Work must be completed within 10 school days after report cards.

Semester II: The Deadline is June 30.

Unfinished work results in an “E,” averaged into the final grade.

Independent Study

Independent Study is for students doing advanced work in a subject they've mastered; freshmen are not eligible. Requests must be made during registration, accompanied by a completed application and a Program Outline detailing the goals, which must be agreed upon by both the student and the teacher. Both documents are reviewed with the counselor. Final approval is by the principal or designee.

Independent Study is not a substitute for scheduled courses. Coursework must be done daily in the teacher's classroom during a scheduled class period and appear on the student's schedule for credit/grade. Students may take only one Independent Study course per semester.

Michigan Seal of Biliteracy

Beginning with the Class of 2027, OPS students can earn the [Michigan Seal of Biliteracy](#) by demonstrating proficiency in English and another world language. Testing for juniors will be available at the end of the 2025–26 school year. This recognition highlights valuable language skills for employers and colleges.

For details or to apply, contact the Counseling Office at 517-706-4920.

Personal Curriculum Option

Okemos High School students and parents/legal guardians may request a Personal Curriculum (PC) to modify certain Michigan Merit Curriculum requirements, as permitted by state law and outlined in [Board Policy 5409](#), the Okemos High School Guide to Curriculum for Students and Parents, and the Student-Parent Handbook. All requests will be reviewed for eligibility before any modifications are made.

Personal Curriculum Modification Procedure

A Personal Curriculum (PC) may be pursued when a student anticipates difficulty with requirements (like Algebra II), wishes to increase rigor in a subject, or has an active IEP requiring credit modifications.

To initiate a PC, the student must have a completed Educational Development Plan showing the need for modification. The PC request can be made by a parent, legal guardian, emancipated student, the student (with parent permission), or a teacher.

The modification must be allowed by the Michigan Department of Education. A Personal Curriculum Development team, including the student, parent/guardian, counselor, and, when appropriate, the school psychologist, will review the request. (This team is separate from the IEP team.) If approved, the request goes to the superintendent or designee for final approval.

After approval, parents must monitor the student's progress quarterly.

For current info, visit michigan.gov/mde.

Reduced Schedule

Students in good standing may request a reduced schedule—starting later or ending earlier than usual—with parent and administration approval, waiving the state's 1,098-hour attendance requirement.

Once approved, the schedule remains fixed for the semester. Students cannot leave and return during the day, so reduced hours can only be during 1st or 6th period, with classes scheduled consecutively.

Repeating Courses

Without teacher recommendation: Students who achieve a grade of "C-" or lower may repeat the course without teacher recommendation, but can receive credit for the course only once. The repetition of the course must take place at Okemos High School as part of the student's regular schedule. The transcript will reflect only the higher grade. An exception will exist in the case of an elective course in which performance and skill practice are the goals. In this case, a student may choose to repeat the course more than once, and all grades must appear on the transcript. Concerning class size, preference will be given to students who have not yet taken the course.

With Teacher Recommendation: Students who repeat courses based on teacher recommendation may earn credit and a letter grade for each completed semester.

Report Cards & Grading

Final grades are calculated within 1.5 weeks after each marking period, and only semester grades appear on transcripts. Final grades include semester performance and the final exam.

Scheduling

The school year consists of two semesters. Each semester is divided into two terms (marking periods). Course registration takes place in the early spring for the following year.

One-half credit is earned by the satisfactory completion of a semester's work in a course that meets daily for one period. [The Okemos High School Guide to Curriculum](#) lists all course descriptions and is available to students before registration.

Schedule Change Requests

First Semester schedule changes are limited to the following and must be completed within the first ten school days:

- The student needs a specific course to meet graduation requirements
- The student failed a course and therefore no longer meets the requirement for a course currently on their schedule
- The student does not have a full schedule
- The student has a course on their schedule for which they have already earned credit
- The student has a documented medical need that warrants a schedule change
- The student was accepted into a specialized program, which must be added to their schedule (e.g., Dual Enrollment, Wilson Talent Center, or Tech Education Equivalent, Yearbook, Journalism)
- The student is approved for a Reduced Schedule

Requests for first-semester schedule changes must be received in the Counseling Office during the first ten school days of the semester. Changes to schedules after the first ten school days of a semester may be considered for unique student circumstances. Academic level changes (e.g., Honors Algebra 2 to Algebra 2) that are initiated by a teacher, counselor, or administrator may be made until the end of the 1st quarter.

Second-semester schedule change requests must be received in the Counseling Office at any time during the first semester, before the end of the last day of the first semester. The following criteria will be considered for a schedule change:

- The student needs a specific course to meet graduation requirements
- The student failed a course and therefore no longer meets the requirement for a course currently on their schedule
- The student does not have a full schedule
- The student has a course on their schedule for which they have already earned credit
- The student has a documented medical need that warrants a schedule change
- The student was accepted into a specialized program, which must be added to their schedule (e.g., Dual Enrollment, Wilson Talent Center, or Tech Education Equivalent)
- The student is approved for a Reduced Schedule
- The student seeks to exchange a second-semester elective course for another elective course in the same hour
- The student seeks to enroll in the second semester of a year-long class online

Changes to schedules after the first day of the second semester may be considered for unique student circumstances and require the principal's approval.

Academic level changes (e.g., Honors Algebra 2 to Algebra 2), initiated by a teacher, counselor, or administrator, may be made until the end of the 3rd quarter.

NOTE: To maintain continuous athletic eligibility, students must be enrolled in and complete four credit-bearing courses each semester.

State School Aid Act – Section 21f: Online Courses

The State of Michigan has taken action to expand digital learning options, implementing [Section 21f](#) of the State School Aid Act. These options allow families to request their child, in grades 6-12, to be enrolled in no more than two (2) online courses in place of a currently scheduled course.

Families must assess whether or not an online course is ideal for their child. This learning environment is non-traditional and lacks face-to-face classroom instruction and support. The research shows that not all students are well-suited for this style of learning. Consequently, families should carefully consider the following:

- Can your child create and maintain a study schedule without face-to-face interaction with a teacher?
- Can your child self-advocate and seek help within a virtual setting?
- Does your child possess the independent study habits and motivation needed to complete an entire course online without direct supervision?
- Does your child have the reading, writing, math, and computer literacy skills to succeed in a completely online class?
- Additional information is contained in the parent Guide to Online Learning at: [PARENT GUIDE TO ONLINE LEARNING](#).

This option is limited to online classes that the district offers or are listed within the state online course catalog available at <https://micourses.org>. While all of these classes have been reviewed from each sponsoring local district, in many cases, courses need to meet the rigor for credit or graduation requirements; thus, they are subject to administrative approval.

Should you choose to enroll your child in an online course, please be advised of the conditions listed below:

- The highly qualified teacher providing the content for the course will only be available remotely via email or possibly phone and *will not* be an Okemos Public School employee.
- The assigned mentor does not replace the role of the teacher.
- Your student will be required to work independently outside of the traditional classroom setting and will not be present with an OHS teacher or classmates during that subject.
- Students will be expected to take their online class in their building. OHS seniors are permitted to work off-campus if they are scheduled for an MVU course during their last period of the day.
- If approved, both parent and student must complete the 21f Online Learning Course Contract to verify their understanding of the expectations.
- Once enrolled in an online class, students may not withdraw from the online course to enroll in a different online class or a course in their home school.
- The student must complete the online course on or before the last day of the OPS semester/trimester in which they are enrolled.
- We strongly recommend that students do not plan on taking one semester of a course virtually and then one semester of a course traditionally.

Cost

Okemos High School (9-12): The approved online course(s) must be one of the student's six required classes per semester. The district will pay up to 1/12th of the district's per-pupil foundation allowance toward the cost of the course. The student/parent will bear any cost above that amount.

Grades

Okemos High School (9-12) courses taken through 21f will be included on the OHS transcript and designated as such, including the letter grade earned.

Prerequisites for Courses

Successful completion of a 21f course will be accepted for continued progression in the student's learning.

Honors Pathway Prerequisites

The MV course catalog does not offer Honors courses. Experience has shown that high acceleration of the math pathway through virtual courses may result in future challenges when students are in higher-level math courses, beginning with Algebra 2 and continuing through Calculus. Therefore, it is HIGHLY recommended that students on the Honors Pathway do not take MV courses as substitutions for OHS Honors classes.

Attendance Requirements

Okemos High School (9-12): All students enrolled in 21f courses must report to their mentor/teacher of record's classroom daily. Exception: Okemos High School seniors enrolled in a 21f course may only leave the building if their 21f course is scheduled during their last hour of the day and permission is granted by the parent/guardian. Students are required to take their final exams at Okemos High School with the assigned mentor/teacher of record. It is important to note that the semester start and end times may differ from the OPS calendar. Days off and holiday breaks may also differ, depending on the provider.

Registration

Parents should use the Online Class Enrollment Form on the district website. Deadlines for requesting enrollment in this will be consistent with the established Okemos Public Schools course selection timelines. These deadlines are important as online enrollment impacts staffing and schedule considerations.

Course Denial

If a student is denied enrollment in a virtual course by the District, the school shall provide written notification to the student and parent that indicates the reasons for denial. The reasons for denial are as follows:

- The pupil is enrolled in any of grades K to 5.
- The pupil has previously gained the credits that would be provided from the completion of the virtual course.
- The virtual course is not capable of generating academic credit.
- The virtual course is inconsistent with the remaining graduation requirements or career interests of the pupil.
- The pupil has not completed the prerequisite coursework for the requested virtual course
- or has not demonstrated proficiency in the prerequisite course content.
- The pupil has failed a previous virtual course in the same subject during the 2 most recent academic years.
- The virtual course is of insufficient quality or rigor.
- The cost of the virtual course exceeds the amount identified in subsection (9), unless the pupil or the pupil's parent or legal guardian agrees to pay the cost that exceeds this amount.
- The request for a virtual course enrollment did not occur within the same timelines established by the primary district for enrollment and schedule changes for regular courses.
- The request for a virtual course enrollment was not made in the academic term, semester, trimester, or summer preceding the enrollment. This subdivision does not apply to a request made by a pupil who is newly enrolled in the primary district.

(Subsection quoted from: THE STATE SCHOOL AID ACT OF 1979 (EXCERPT) Act 94 of 1979, 388.1621f, Virtual courses; definitions)

Appeal Rights

A student may appeal a denial for enrollment in a virtual course to the Assistant Superintendent for Curriculum and Instruction and must do so in writing, including the reasons why the enrollment was denied and the reasons why it should be approved. The school district has five days to respond to the appeal after it is received. If it is determined that the denial does not meet the criteria above, the District will enroll the student in the virtual course.

(Language based on THE STATE SCHOOL AID ACT OF 1979 (EXCERPT) Act 94 of 1979, 388.1621f, Virtual courses; definitions)

Testing Out Policy

Okemos High School offers eligible students in grades 7-12 the opportunity to “test out” of any high school course by earning a qualifying score on district-selected assessments aligned with Michigan Merit Curriculum requirements, consistent with Michigan Merit Curriculum Law, [Section 380.1278\(a\)\(4\)\(c\)](#).

Testing out is also available for students who have previously failed a course and wish to earn credit without repeating it.

To earn credit by testing out, students must demonstrate mastery by achieving at least a C+ on a final exam or comparable activities such as portfolios, performances, papers, projects, or presentations. Year-long courses have a single test-out period up to three hours; semester courses up to 1.5 hours. World language testing includes separate oral and written assessments.

Students may only test out of a course once and cannot test out of courses for which they already have credit. World language testing requires completion or testing out of prior courses in the sequence. Students may test out of multiple world language levels in the same testing period. Proficiency in languages not offered by the district may earn credit through demonstrated proficiency and a qualified evaluator.

Requests to test out must be submitted by May 1 using the Testing Out Registration Form. Math course test-out requests will be reviewed by the OHS Math Department for placement.

Testing occurs the week after school ends. Successful testers may need schedule changes the following year. Seventh and eighth graders who test out are not guaranteed enrollment in the next course and may use 21f to complete coursework if scheduling conflicts arise.

Testing out credit counts toward the 22 credits required for graduation, and the credit appears on transcripts with no letter grade attached or GPA impact. Passing with a C+ does not guarantee eligibility for advanced placement courses, which often require higher prerequisite grades.

Testing out exams are for placement only; exam content will not be shared, and scores are final. Students/families receive only pass/fail status.

Transfer Students

For international students returning to their home countries, two (2) sets of the following documents will be copied and notarized for families:

- A letter to document the dates of enrollment, signed by the principal or registrar, notarized by the administrative assistant.
- Copies of report cards, signed by the principal or registrar, notarized by the administrative assistant.
- Copies of standardized testing results, if available.

Wilson Talent Center (WTC)

The [Wilson Talent Center](#) and its off-site programs extend Okemos High School's offerings to Juniors and Seniors, providing specialized occupational training in 12 career clusters. Located five miles south of OHS in Mason, MI, WTC offers 18 programs where students earn 3.5 high school credits per year, articulated/direct college credit, and state or national certifications. Programs last 1–2 years, with some students completing two one-year programs over junior and senior years.

Students remain enrolled at Okemos High School, graduate with a regular diploma, and also receive a WTC certificate of completion. Classes run in two daily sessions (AM: 8:00–10:40 a.m., PM: 11:35 a.m.–2:15 p.m.) with transportation provided except for Cosmetology students, who must provide their transportation due to extended hours.

Career Clusters Offered

- Agriculture, Food & Natural Resources (BioScience Careers)
- Architecture & Construction (Construction Technology)
- Arts, A/V Technology & Communications (New Media)
- Finance (Business & Risk Management)
- Health Science (Health Foundations, Medical Assistant, Patient Care Technician, Sports Medicine & Rehabilitation)
- Hospitality & Tourism (Culinary Arts)
- Human Services (Career Start & Cosmetology)
- Information Technology (Cybersecurity & Digital Forensics, Programming & Mobile Applications)
- Law, Public Safety, Corrections & Security (Criminal Justice)
- Manufacturing (Precision Machining, Welding Technology)
- Science, Technology, Engineering & Mathematics (Engineering Technologies)
- Transportation, Distribution & Logistics (Automotive Technology)

Enrollment Process

Interested 10th and 11th-graders must attend a fall presentation and program visit. Applications are due by January, with acceptance letters sent in March. A spring open-enrollment period allows late applicants to visit and apply for available programs.

Calendar and Attendance

Due to differing calendars between WTC, Okemos, and Eaton, students may receive "Incomplete" grades until alternate site grades are posted. They may also be required to attend WTC classes even when Okemos is not in session.