

COURSE SCHEDULING INFORMATION

✓ Before Meeting with Your Counselor

- ☐ Discuss your performance and recommendations with your teachers
 - ☐ Make your teachers aware of any changes you wish to make, such as course levels
 - ☐ Make sure you understand and meet all course prerequisites
 - ☐ Think about your post-secondary plans:
 - ☐ College (possible major or area of interest)
 - ☐ Technical/trade school
 - ☐ Military or workforce
 - ☐ Start thinking about courses that align with *your* interests and goals
 - ☐ Remember: Choose classes that are the best fit for **YOU**
 - ☐ Review the [Course Selection Sheet](#) for your grade level and choose elective courses that fit your interests/future plans
 - ☐ Utilize the [Program of Studies](#) to review prerequisites and course descriptions
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✓ During the Scheduling Process

- ☐ Students meet individually with their school counselor
 - Juniors-January/Early February
 - Sophomores-February
 - Freshman-Late February/March
 - ☐ Review teacher recommendations together
 - ☐ Discuss your future plans and goals
 - ☐ Ask questions about courses, levels, and opportunities
 - ☐ Work collaboratively to build a schedule tailored to your needs, interests, and goals
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✓ After Your Counselor Meeting

- ☐ Review your course requests carefully in ASPEN (student and parent/guardian)
- ☐ Make sure all selections are accurate and reflect your goals
- ☐ Talk as a family about the requested courses

✓ If You Want to Make Changes

- ☐ Contact your school counselor with any requested changes
- ☐ Be prepared to explain your reason for the change
- ☐ Understand that some changes may depend on availability and scheduling constraints
- ☐ If you disagree with your teacher's recommendation, you must go back to your teacher to discuss your options

✓ Late Spring/Early Summer

- ☐ Teachers will revisit their recommendations at the start of 4th quarter to determine if any changes are necessary—you must show consistent performance
- ☐ Teachers will notify students if they change their recommendation and provide feedback
- ☐ At this time, a student may obtain a waiver if a teacher is unwilling or unable to recommend a student for a higher-level course the student desires to take.

NOTE: Waivers cannot be completed if prerequisites have not been met.

DEADLINES: Waivers for current 9th, 10th and 11th graders must be completed and handed in to your counselor by **June 1st**

Current 8th grade students have until **June 30th** to hand in waivers