

REGISTRATION GUIDE

PLEASE READ THE REGISTRATION GUIDE TO HELP YOU & YOUR STUDENT UNDERSTAND THE REGISTRATION PROCESS.

HOW REGISTRATION WORKS

Students will attend a Registration Presentation through their TAP class. During this presentation students will receive their 2015-2016 Registration Guide, Registration Form, and helpful handouts. The Counseling Department will walk the students through a PowerPoint Presentation that will cover graduation requirements, 'a-g' requirements, course selection, prerequisites for classes, course of study, and summer school. To view this PowerPoint please go to the Santa Susana HS Website. Next, the student will meet with their counselor 1:1 from their English class. The counselor will double check their selection and make necessary changes if needed.



SIGNATURES

Students will be required to obtain teacher signatures for specific classes. *Please see the backside of the Registration Form for more information.* Failure to obtain signatures from teachers and parent/guardian by their designated registration day will result in the loss of registration priority for course selection.

Forgot your registration material on 1:1 day?

You will be required to fill out a Registration Form during your designated appointment time with your Counselor. You will lose priority of course selection.

It is very important that students complete the registration form and have it signed by their parents on the day the student registers 1:1 with their counselor. If you are interested in taking Honors/Advanced Placement courses you will need to have honors/AP contact signed too!

Course Level Description

College Preparatory (CP) courses meet most of the entrance requirements of the University of California and California State University systems and most other college and universities.

Honors (HON) courses meet the requirements of 4 year colleges and universities. They offer in-depth coverage of the subject. Outstanding academic achievement is required. **SUMMER HOMEWORK IS REQUIRED***

Advanced Placement (AP) courses are designed to prepare students for the Advanced Placement Examination offered through the College Board. Passing the exam with a satisfactory score **may** give the student credit for the equivalent freshman level college course. **SUMMER HOMEWORK IS REQUIRED***

***Student will not be allowed to transfer out of the class if the Summer Homework is not completed. This may have an impact on their first semester grade.**

COURSE CHANGE POLICY

Schedule changes may be made for the following reasons:

1. Student is lacking a graduation requirement.
2. Course prerequisites were not completed with a minimum required grade.
3. Prior teacher approval, as required, was not obtained.
4. Student previously failed course with same instructor.
5. Error in schedule: a. wrong course assigned b. no course assigned c. duplicate course assigned
6. Level class sizes (counselor or administrator may change a student's program to comply with contractual requirements).

7. SCHEDULE CHANGES REQUESTED BY PARENTS OR STUDENTS FOR SPECIFIC TEACHERS OR PERIODS CANNOT BE HONORED.

GRADUATION REQUIREMENTS

The final responsibility for meeting graduation requirements rests with the student and his/her parent/guardian.



<u>COURSES NEEDED</u>	<u>CREDITS</u>
ENGLISH	40
SOCIAL STUDIES	30
MATHEMATICS	30
SCIENCE	30
PHYSICAL EDUCATION	20
FINE ARTS AND/OR WORLD LANGUAGE	10
HEALTH	5
COMPUTER EDUCATION	5
PRACTICAL ART	5
ELECTIVES	55
TOTAL CREDITS REQUIRED	230

ELECTIVE COURSE: To graduate, students are required to complete 55 credits of electives. If the student has met the subject area requirement, additional courses in that area will fall into the elective category.

EXPLANATION OF CREDITS

10 credits are earned with each year long course. 5 credits are awarded for each semester completed with a grade of 'D' or better. **To meet the 'a-g' requirements, a student must earn a grade of 'C' or better in each course.**

ACCESS THE COURSE CATALOG:
Course descriptions and course prerequisites are listed
<http://santasusana.org/counseling/>



COLLEGE PREPARATION PROGRAM (CP)- The following is a **RECOMMENDED STUDENT PROGRAM** for those who wish to complete the **College Preparatory Program** requirements and for those who plan to attend a four-year college or university immediately upon graduation. **BE AWARE that this is a basic college prep program.** Many colleges and universities have admission requirements that must be taken in high school and should be added to this basic program. All of the classes listed below are college prep or higher and meet the HS graduation requirements. *Please see 'a-g' handout.*

9 th Grade	10 th Grade	11 th Grade	12 th Grade
English 9 (CP or Hon)	English 10 (CP or Hon)	English 11 (CP or AP)	English 12 (CP or AP)
*CP Math	*CP Math (or AP)	*CP Math (or AP)	*CP Math (or AP)
Health/Computer Ed.	World History (CP or AP)	US History (CP or AP)	Econ/Gov (CP or AP)
CP/Hon Science	*CP/Hon/AP Science	*CP/Hon/AP Science	*CP/Hon/AP Science
Foreign Language	Foreign Language	Foreign Language	Elective
Physical Education	Physical Education	Visual Performing Art	Practical Art/Elective

*Grades 10th, 11th & 12th have many options of Math & Science Courses.

*Check in the course description in the course catalog to see if it is on the SSHS approved "a-g" list. See front page.

PERIOD: 1,8,9 OFFERINGS

Note: If there are not enough students that sign up for an early/late class, the class will be closed. If the class is a Core Class (English, Math, Science, History), it will be re-scheduled into your regular 2-7 period day.

Strict attendance guidelines will be enforced.

First Period

CP Chemistry

AP Environmental Science *

CP World History

CP US History

CP English 12

8th/9th Period

CTE Stagecraft

Musical Theater *

Production Orchestra *

* Pre-requisite /Audition required

SENIOR CORNER FREE PERIOD ENROLLMENT

Must be enrolled in 5 periods.

An exemption from enrollment in a class must be approved by your student's counselor. A student may be eligible for a free period in their senior year only by meeting all of the following criteria:

1. Must be passing all classes
2. Must have a cumulative 2.5 GPA by the end of Junior year
3. Previous history of satisfactory attendance during the junior year
4. Must be on track with core courses
- No remediation necessary
5. Counselor/Parent approval – signed 'Free Period Request' Form.

* Available to Seniors ONLY

SELECTED COURSE LIMITATIONS

No more than two of the following courses may be taken in any one semester: Free Period, Lib. Practice, Office Practice, Peer Tutoring, Sci. Lab Asst., Teacher Aide*

The following course may not be taken more than twice: Free Period * Lib. Practice, Office Practice, Sci. Lab Asst., Teacher Aide*

ADVANCED PLACEMENT & HONORS INFORMATION

When selecting weighted Advanced Placement & Honors courses please keep in mind that colleges typically accept up to 8 semesters of AP & Hon level weighted work. Credit is not guaranteed– it will depend on the individual college. **We recommend that you choose your AP & Hon courses carefully.**

Honors/AP Contract Due @ 1:1 Registration with counselor. See packet for contract.

2015-2016 AP COURSE OFFERING—SUMMER HOMEWORK REQUIRED

Note: If there are not enough students for a course it is subject to closure.

English: AP English Literature & Composition (12th), AP English Literature & Composition (11th)

Social Science: AP World History, AP US History, AP Amer. Government, AP Macroeconomics, AP Psychology*, AP Human Geography

Science: AP Environmental Science*, AP Biology*, AP Physics 1, AP Physics C

Mathematics: AP Calculus AB, AP Calculus BC, AP Statistics

Electives: AP Studio Art 2-D: Photography, AP Studio Art 2-D: Drawing, AP Studio Art -3-D, AP Computer Science

* Course offered every other year

2015-2016 HONORS COURSE OFFERING—SUMMER HOMEWORK REQUIRED.

Check the school website!

HONORS COURSES

English: English 9, English 10

Science: Biology, Chemistry

Math: Calculus C**

Foreign Language: Spanish III**, French III**



Please have a conversation with your student regarding to the rigor and time required for AP/Honors courses. They are college level courses which include: studying, projects, homework, AP Testing. Your student is making a commitment for the school year when selecting AP/Honors courses. **The Counseling Department saves your student a spot in the course that they request and does not guarantee them a spot in another level or course.**

Do you want PRIORITY scheduling?

- Fill out your Registration Form completely (use pencil!)
 - Name, ID Number, Academy, Emphasis (if necessary), Course Selection, Course Numbers
- Select three alternative courses. **Alternates should be given the same consideration since they may be used when course conflict arise or courses are canceled**
- Collect all necessary teacher signatures if required
- Sign and return the Honors/AP Contract if Honor/AP courses were selected
- Have your Parent/Guardian sign your Registration Form

Final Thoughts: Once a student is scheduled for classes, changes of program are **ALMOST IMPOSSIBLE TO MAKE!** Therefore, it is imperative that a student carefully considers his/her class selection and carefully exercises available options ahead of time. When a student schedules classes for the spring, elective courses should be conscientiously chosen.