



Scheduling Presentation

Rising Sophomores

January 23, 2020

Timeline for Course Registration



1/23: Counseling Scheduling Lessons in TAP Hold (When not at lesson - students look at Course Guide, Offerings Sheet and Counseling Website to update their ICAPs)

1/27 & 1/31: Show departmental videos/or Google slides in TAP

1/30: MHS Student Choice Programs Night 6:30-8:00 p.m. (CAPS, MyPath, South Tech, Dual Enrollment/Dual Credit/AP, Early College)

2/3 - 2/7: In Core Classes students enter recommended courses in SIS

Timeline for Course Registration



2/10: TAP Full Hold: February Character Lesson then - Teachers have mini conferences with students and verify in SIS they have full course schedules in their requests.

2/13-14: Counselors print out schedules on letter template/colored paper to distribute to TAP teachers.

2/20: TAP teachers distribute letters to students and explain which classes need signatures; Teachers will sign them when they see students next.

2/20-2/24: Time to get signatures from core teachers and necessary elective teachers.

Resources for Choosing Classes



- Use your transcript to make sure you are taking the courses you need for graduation.
- Refer to the Planning Guide to assist you in selecting classes that interest you for next year.
- Use YouScience account to check into suggested courses in your career path.
- Refer to your ICAP for courses you should be taking.

You can look at your transcript and see what courses you have passed, not passed or didn't receive credit in (NC). Please use the credit check worksheet in Google classroom to make sure you're on track to graduate.

All HS Transcript Subjects ▼ History Credits: 6.500 GPA: 3.769 (GPoints: 24.500 /Atmpd: 6.500)

Year	Dept	Subject	Sem	Grade	Hnr	Credit	Grad-Hours	Ltr-Val	GPoints	Atmpd	Source	School
1617	FF	H6210-SPANISH I	1	A+		0.500	0.000	4.000	2.000	0.500	Transferred-In	Margaret Buerkle Middle School
1617	FF	H6210-SPANISH I	2	A+		0.500	0.000	4.000	2.000	0.500	Transferred-In	Margaret Buerkle Middle School
1617	MA	H2100-ALGEBRA I	1	A-		0.500	0.000	4.000	2.000	0.500	Transferred-In	Margaret Buerkle Middle School
1617	MA	H2100-ALGEBRA I	2	B+		0.500	0.000	3.000	1.500	0.500	Transferred-In	Margaret Buerkle Middle School
1718	CA	H0020-HONORS ENG I	1	A-		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School
1718	FA	H7175-THEATRE WKSH	1	A+		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School
1718	FF	H6220-SPANISH II	1	A-		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School
1718	MA	H2315-HONORS ALGEBRA II	1	B-		0.500	0.000	3.000	1.500	0.500	Enrolled	Mehlville High School
1718	PE	H8000-TEAM SPORTS/FIT 1 B	1	A+		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School
1718	SC	H3120-HONORS BIOLOGY	1	A-		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School
1718	SS	H1111-HONORS - U.S. HIS	1	B		0.500	0.000	3.000	1.500	0.500	Enrolled	Mehlville High School
SS17	HE	A8050-HEALTH	1	A-		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School
SS17	PE	H8020-TEAM SPORT/FIT II B	1	A+		0.500	0.000	4.000	2.000	0.500	Enrolled	Mehlville High School

Career and Course Planning Guide

In the district's effort to save paper, the guides are not being printed this year but are available online. You can find the link in the Counseling Google Classroom, on the MHS website, and on the district website.



**Career and Course
Planning Guide**



Tips for Course Selection

Pay attention to the first page of each departmental section of the Planning Guide to make sure you are following the proper sequence of courses.

English Language Arts

9 th Grade	10 th Grade	11 th Grade	12 th Grade
English I: Concepts English I: American Literature and Composition (Y) Honors English I: American Literature and Composition (Y)	English II: World Literature and Composition (Y) Honors English II: World Literature and Composition	English III: English Literature and Composition (Y) Honors English III: American Literature and Composition (MHS) (Y) AP English Language and Composition (Y) AP English Literature and Composition (Y)	English Classes That Meet the 4th Year Requirement: AP English Language and Composition (Y) AP English Literature and Composition (Y) College Composition (MHS) (Y) Competitive Forensics (Y) Journalism II (Y) Bosnian-American Studies (S) Creative Writing (S) Media Literacy and Composition (S) Film Analysis and Composition (S) Mythology and Legends (S) Shakespeare's Plays (S) Public Speaking (S) Debate (S) College Preparatory Literature (S) College Preparatory Writing (S)
Public Speaking (S) Debate (S)	Public Speaking (S) Debate (S) Yearbook Workshop (Y) Broadcast Journalism (Y)	Public Speaking (S) Debate (S) Digital Storytelling (S) Yearbook Workshop (Y) Journalism I: News Writing and Reporting (S) Broadcast Journalism (Y)	
Legend: S = Semester Y = Year			

English classes that count as an Elective/non-English credit:

Broadcast Journalism (Y)
 Cadet Teaching (Y)
 Digital Storytelling (S)
 Independent Study (S)
 Journalism I (S)
 Yearbook Workshop (Y)

Make sure you have completed your ICAP in Google Classroom so you can transfer your courses selected in ICAP into your Schedule Course Requests the first week of February.

Future Career Goals	College Major or Future Occupation	Career Path	Career Cluster
Top Choice Career:	Special Education Teacher	Human Services	Education & Training
Second Choice Career:	News Reporter	Arts & Communication	Arts Audio Visual Technology & Communications
Third Choice Career:	Lawyer	Business, Management	Govt & Public Administration

Freshman Year	Name of Class	Total Credit Earned	Type of Credit
English Class:	Honors English I	1	English
Social Studies Class:	Honors US History	1	Social Studies
Science Class:	Earth and Environmental Science	1	Science
Math Class:	Algebra II Accelerated	1	Math
Elective 1 (Semester 1):	Team Sports/Fitness I for Girls	0.5	PE
Elective 1 (Semester 2):	Foods I	0.5	Practical Art
Elective 2 (Semester 1):	3 Dimensional Art Foundations	0.5	Fine Art
Elective 2 (Semester 2):	Health	0.5	Health
Elective 3 (Semester 1):	French I	0.5	Fine Art
Elective 3 (Semester 2):	French I	0.5	Fine Art
Previous 8th Grade Math	Algebra I	1	Math
Previous 8th Grade Foreign Language			
Summer School prior to 9th Sem 1			
Summer School prior to 9th Sem 2			

Junior Year	Name of Class	Total Credit Earned	Type of Credit
English Class:	Honors English III	1	English
Social Studies Class:	American Government	1	Social Studies
Science Class:	Honors Chemistry	1	Science
Math Class:	College Algebra	1	Math
Elective 1 (Semester 1):	Honors Ceramics II	0.5	Elective
Elective 1 (Semester 2):	Child Development I	0.5	Elective
Elective 2 (Semester 1):	French III	0.5	Elective
Elective 2 (Semester 2):	French III	0.5	Elective
Elective 3 (Semester 1):	Leadership	0.5	Elective
Elective 3 (Semester 2):	Leadership	0.5	Elective
Summer School prior to 11th Sem 1			
Summer School prior to 11th Sem 2			

Minimum Credit Requirements:	Total Completed:	
English (4 Required)		4
Social Studies (3 Required)		3
Science (3 Required)		3 <- 4
Math (3 Required)		3 <- 4
Fine Art (2 Required OR 1 FA + 1 Foreign L)		2
Practical Art (1 Required)		1 <- 2.5
Personal Finance (0.5 Required)		0.5
PE (1 Required)		1
Health (0.5 Required)		0.5
Elective (7 Required)		7 <- 9
TOTAL CREDITS (25 Required):		25

Sophomore Year	Name of Class	Total Credit Earned	Type of Credit
English Class:	Honors English II	1	English
Social Studies Class:	Honors World History	1	Social Studies
Science Class:	Biology	1	Science
Math Class:	Honors Geometry	1	Math
Elective 1 (Semester 1):	Ceramics I	0.5	Fine Art
Elective 1 (Semester 2):	Team Sports/Fitness	0.5	PE
Elective 2 (Semester 1):	French II	0.5	Elective
Elective 2 (Semester 2):	French II	0.5	Elective
Elective 3 (Semester 1):	Personal Finance	0.5	Personal Finance
Elective 3 (Semester 2):	Foods II	0.5	Practical Art
Summer School prior to 10th Sem 1			
Summer School prior to 10th Sem 2			

Senior Year	Name of Class	Total Credit Earned	Type of Credit
English Class:	Mythology and Legend	0.5	English
English Class:	Creative Writing	0.5	English
Elective 1 (Semester 1):	AP French Language	0.5	Elective
Elective 1 (Semester 2):	AP French Language	0.5	Elective
Elective 2 (Semester 1):	French IV	0.5	Elective
Elective 2 (Semester 2):	French IV	0.5	Elective
Elective 3 (Semester 1):	Foods III	0.5	Elective
Elective 3 (Semester 2):	Child Development	0.5	Elective
Elective 4 (Semester 1):	Astronomy	1	Science
Elective 4 (Semester 2):	English IIII College	0.5	Elective
Elective 5 (Semester 1):	English IIII College	0.5	Elective
Elective 5 (Semester 2):	Introduction to Psychology	0.5	Elective
Elective 6 (Semester 1):	Photography I	0.5	Elective
Elective 6 (Semester 2):	Honors Photography	0.5	Elective
Summer School prior to 12th Sem 1			
Summer School prior to 12th Sem 2			
Additional Courses 9th-12th	Broadcast Journalism	1	Practical Art
Additional Courses 9th-12th	Journalism I	0.5	Practical Art

Post High School Plan (Choice 1):	Name of College/Military Branch/Company
4-Year College	University of Wyoming
Post High School Plan (Choice 2):	Name of College/Military Branch/Company
4-Year College	University of Denver
Post High School Plan (Choice 3):	Name of College/Military Branch/Company
4-Year College	Southeast Missouri State University

Things to Remember



- Do not overwhelm yourself by signing up for too many Honors/AP/Dual Credit Courses. Prioritize these courses according to your career path. (See list of all AP/Dual courses on pages 8-10 of the Planning Guide.)
- Do not under challenge yourself. Take courses that will help you increase your intellect and prepare you for life after high school.
- Remember that Colleges, the Military, and Employers not only look at your GPA—but also at the courses you have taken.

Things to Remember

- If you are somehow placed in a class you have already earned credit for LET US KNOW -- most classes will not grant credit again!
- Talk with your teachers about courses they recommend for you in their departments (SSD students must also communicate with their case managers).
- Research the colleges, NCAA, apprenticeships & military branches you are interested in to see what their entrance requirements are; and make sure you are taking the courses they require.

South Tech



Students apply for South Tech admission during October of sophomore year

If you are interested in attending South Tech, we highly recommend taking the following classes during sophomore year/fulfilling the graduation requirements for these classes prior to starting at South Tech:

- PE
- Fine Arts
- Health
- Personal Finance

Also remember, South Tech looks at your credits, GPA, discipline and attendance as a part of the admission process.

When entering your Course Requests in the Computer: Verify the correct semester for courses with prerequisites and for PE courses (if taking PE all year).



More	Requested Term	Assigned Term	Meets	SubjectCode	Section	Department	Course
^	Sem-Any			H5400		BE	PERSONAL FINANCE
^	Semester-2			H7010		AR	DRAWING I
^	Semester-1			H7000		AR	2-D ART FOUNDATIONS

If you plan to take for example, Foods I and Foods II, you need to make sure and mark the term for Foods I in "Sem 1" and Foods II in "Sem 2". You can only take one PE course per semester. So if you plan to take PE all year, mark one course for "Sem 1" and one for "Sem 2". **If the semester does not matter—leave it as "Sem-Any" for more chances of getting all the classes you are requesting.**

Examples of Course Request Forms

Course Request Form 2020-21 for Rising 10th Graders

Dear _____,

You have entered the courses below in SIS for the 2020-21 school year. Our goal is for all students to receive their ideal schedule; however, due to scheduling conflicts this may not be possible. If you are unable to have your first choices, your counselor will refer to your listed alternates in order of preference. Failure to list alternates will result in placement of whatever courses are available. After getting all required teacher signatures, please review this form with your parents/guardians & then sign in the designated areas. **Return this completed form to your TAP Teacher on or before February 24, 2020.**

Sincerely,

The MHS Counseling Department

Alternate Class Titles & Course Numbers:

1. _____ 2. _____

3. _____ 4. _____

Career Goal and/or Potential College Major _____

Signing below indicates that both the student and parent/guardian have reviewed the student's Individual Career & Academic Plan (ICAP). Signing also indicates agreement with teacher recommendations and certifies the student meets the prerequisites listed for each course in the Career & Course Planning Guide.

Student Signature: _____

Parent/Guardian Signature: _____

Teachers will sign next to courses requiring a signature in agreement with the student choice. If a teacher disagrees, he/she will line through the listed course, write the recommended course number, and then sign. If a student has an IEP, the student will also need to have the case manager sign at the bottom of the form after all other signatures are complete. TAP teachers will initial in the top right corner confirming the courses fill 7 blocks and semester courses are marked appropriately.


H0040-Y ENGLISH II
 H1100-Y WORLD HISTORY
 H2195-Y GEOMETRY
 H3110-Y BIOLOGY
 H4620-S1 Child Development 1
 H4630-S2 CHILD DEVELOPMENT II
 H5400-Sem-Any PERSONAL FINANCE
 H6020-Y FRENCH II
 H8070-Sem-Any PATH TO 5K/10K

Teachers will sign next to courses requiring a signature in agreement with the student choice. If a teacher disagrees, he/she will line through the listed course, write the recommended course number, and then sign. If a student has an IEP, the student will also need to have the case manager sign at the bottom of the form after all other signatures are complete. TAP teachers will initial in the top right corner confirming the courses fill 7 blocks and semester courses are marked appropriately.

H0040-Y ENGLISH II *English Teacher*
 H1100-Y WORLD HISTORY *Soc Studies Teacher*
 H2195-Y ~~GEOMETRY~~ *H2195 Geo Team Math Sign*
 H3110-Y BIOLOGY *Science Teacher*
 H4620-S1 Child Development 1
 H4630-Sem-Any CHILD DEVELOPMENT II *Sem 2*
 H5400-Sem-Any PERSONAL FINANCE
 H6020-Y FRENCH II - *French Teacher*
 H8070-Sem-Any PATH TO 5K/10K

✓ Case manager

Do not include TAP. Your TAP class will be automatically put in after schedules are complete.



Pass all your classes this semester! Make sure you fill in the Alternates Section with your back up classes in case there are conflicts with your original choices. Fill in the career line so that Ms. Esslinger has an idea of what classes to suggest if your alternates are not available.


Alternate Class Titles & Course Numbers:

1. _____ 2. _____

3. _____ 4. _____

Career Goal and/or Potential College Major _____

The more accurately you fill out your Course Request Sheet, the more likely you are to get your ideal schedule.

- 
- Talk with your TAP Teacher, email or sign up to meet with me.
 - Sign up in the Counseling Center for an appointment to meet with us.
 - This Google Slide Show will be available in Google Classroom, and on the MHS Counseling Center Website under Scheduling for your review.