

SCHEDULING PRESENTATION

RISING SENIORS

Class of 2025
New Google Classroom Code Link:
u7iubve

TIMELINE FOR COURSE REGISTRATION 24-25

Jan. 30	Scheduling Lesson in the Auditorium and presentation available on Counseling Google Classroom page. Update your ICAP
Jan 30 - Feb 15	Students enter courses into SIS. Current Teachers verify courses are entered per their recommendations.
Feb 5	Watch Departmental Videos/Slides, Prepare for Syllabus Tasting and Student Led Conferences
Feb 9	Syllabus Tasting in the Gyms, ICAP, Registration & Conference Preparations.
Feb 15	TAP teachers hold mini-conferences and verify students have courses entered into SIS correctly. **SIS will LOCK on Feb 15 and you will not be able to change your request after this date**

TIMELINE CONTINUED...

Feb 20	TAP teachers distribute schedule forms/letters for students to get teacher and parent signatures.
Feb 20 - Feb 26	Time to get signatures from core teachers, required elective teachers, and parent/guardian(s).
Feb 21	Cadet Teaching & Supervised Office Experience Application Forms available for seniors to pick from the Counseling Center
Feb 26	Student Led Conferences Practice and finalize SLC folders (both paper and electronic)- All course sheets are due to TAP teachers if they were not submitted at conferences. Students can take a picture of their form for their own records.
Feb 28	Student Led Conferences. Students who attend will get preferential treatment for high demand courses.

HIGH SCHOOL COURSE DESCRIPTION GUIDE

Please review the course guide carefully. Counselors and teachers can provide you with instructions and guidance but ultimately it is the responsibility of you (the student) and your parent(s)/guardian(s) to plan which courses best fit your needs in relation to your future goals and graduation.



High School Course Description Guide

2024 - 2025



THINGS TO REMEMBER

Graduation Requirements - 25 Units of Credit Required for Graduation	
Diploma Requirements	Units
English Language Arts	4
Fine Arts	1
Health	1/2
Mathematics	3
Personal Finance	1/2
Physical Education	1
Practical Arts	1
Science	3
Social Studies	3
Total Required Units	17
Electives (chosen from any area)	8
Total Graduation Units	25

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.

Mathematics

The Math Department of the Mehlville School District realizes that each student learns in his or her own, unique way. Therefore, a crossover curriculum has been established that allows a student to move from one level to another. Placement based on the student's educational needs will be determined after consultation and consensus by interested parties (the student, parents, teacher, and counselor).

9th Grade	10th Grade	11th Grade	12th Grade
Honors Geometry (Y)	Honors Algebra II (Y)	College Algebra (Y) Pre-Calculus (Y) Advanced Placement Statistics (Y)	Probability and Statistics (Y) Advanced Placement Calculus (Y) Advanced Placement Statistics (Y)
Geometry (Y) Geometry in Construction: Geometry (Y)	Algebra II (Y) Honors Algebra II	College Algebra (Y) Pre-Calculus (Y)	Probability and Statistics (Y) Advanced Placement Statistics (Y) Advanced Placement Calculus (Y)
Algebra I (Y) Algebra IA/Algebra IB (Y) AMPED Algebra I (Y)	Geometry(Y) Geometry in Construction: Geometry (Y) Honors Geometry (Y)	Algebra II (Y) Honors Algebra II (Y)	College Algebra (Y) Probability and Statistics (Y) Pre-Calculus (Y) Advanced Placement Statistics College Prep Mathematics (Y)
Pre-Algebra (Y)	Algebra IA/Algebra IB (Y) Algebra I (Y) AMPED Algebra I (Y)	Geometry (Y) Geometry in Construction: Geometry (Y)	Algebra II (Y) Geometry (Y) Geometry in Construction: Geometry (Y)

S = Semester, Y = Year

TIPS FOR COURSE SELECTION

- Do not overwhelm yourself by signing up for too many Honors, AP, and/or Dual Credit Courses. Prioritize these courses according to your career path. (See list of all AP/Dual Credit courses in 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.

TIPS FOR COURSE SELECTION

- Talk with your teachers about courses they recommend for you in their departments
 - SSD & ELD students must also communicate with their case managers.
- Look at your transcript to make sure you are taking the courses you need for graduation. Look to see what courses you have passed, not passed, or didn't receive credit in (NC).
 - Use the [MHS Credit Check Worksheet](#) to make sure you are on track for graduation.
- Use your SCOIR Career Assessment results and Missouri Connections account to check into suggested courses in your career path.

TIPS FOR COURSE SELECTION

- Refer to your ICAP to match classes you have already researched and update your ICAP as needed.
- Research the colleges, apprenticeships, & military branches you are interested in to see what their entrance requirements are and make sure you are taking the courses they require.
- Use the feedback from your Pre-ACT exam to decide which courses may help increase your knowledge in specific areas.
- If you took the PSAT, be sure to utilize the resources on the College Board website to learn more about your AP potential and recommended courses.
- If you are planning to play a sport in college you should also check the NCAA Eligibility Center regarding courses they require.

THINGS TO REMEMBER

- If you are placed in a class you have already earned credit for LET YOUR COUNSELOR KNOW -- most classes will not grant credit again (exceptions: band, strings, choir, and PE courses)!
- If you have failed any required course(s), you will need to take those in summer school. Talk to your core teachers to find out if they need to be put on your course request for next year, especially if you failed multiple courses. If you take and pass these classes during summer school, then your alternate elective classes will be used. Pass all your classes this semester!!!
- Make sure your primary classes add up to **7 credits!** You will not put in TAP, your TAP class will automatically be put in after schedules are complete.

LET'S GET STARTED!
SIS 360 STUDENT COURSE
SELECTION DIRECTIONS



Click above to view step by
step instructions and
screenshots on how to
enter your 2024-2025
course schedule.

EXAMPLES OF COURSE REQUEST SHEETS

Course Request Form 2024-25 for Rising 12th Graders

Dear **[Redacted]**,

You have entered the courses below in SIS for the 2024-25 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 below. Failure to list alternates will result in placement of whatever courses are available. Please review this form with your parents/guardians & then sign in the designated areas. Your core teachers will also sign next to your core classes indicating approval. **Return this completed form to your TAP Teacher on February 26 to have ready for Student Led Conferences on February 28. Attending Student Led Conferences will ensure preferential spots in high demand courses.**

Sincerely,

The MHS Counseling Department

Alternate Class Titles & Course Numbers:

1. _____ 2. _____

3. _____ 4. _____

Career Goal and/or Potential College Major _____

Signing below indicates 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 High School Course Description Guide.

Parent/Guardian Signature: _____

Teachers will sign next to courses they recommend. If teachers disagree, they will line through the listed course, write the recommended course number, and then sign. If a student has an IEP or ILP, the student will also need to have the case manager sign at the bottom of the form verifying the courses meet the IEP/ILP expectations. TAP teachers will sign to confirm the courses fill 7 blocks and the semesters have been checked. TAP Teachers will also confirm Student Led Conference participation.

TAP Teacher Signature: _____ Date signed: _____

Student Led Conference Attendance (Circle One): Yes No

H0111-Sem-Any COLLEGE PREP LITERATURE
H0112-Sem-Any COLLEGE PREP WRITING
H1320-Sem-Any INTRO PSYCHOLOGY
H1340-Sem-Any SOCIOLOGY
H2382-Y COLLEGE PREP MATH
H3420-Y PHYSICS
H4227-Y ROBOTICS
H5400-Sem-Any PERSONAL FINANCE
H7240-Y CONCERT CHOIR MIXED
H8040-Sem-Any PERSONAL FITNESS FOR LIFE

Enter
Alternates

Fill in
Career Line

Students &
Parents Sign

Make Corrections

Course Request Form 2024-25 for Rising 12th Graders

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You have entered the courses below in SIS for the 2024-25 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 below. Failure to list alternates will result in placement of whatever courses are available. Please review this form with your parents/guardians & then sign in the designated areas. Your core teachers will also sign next to your core classes indicating approval. **Return this completed form to your TAP Teacher on February 26 to have ready for Student Led Conferences on February 28. Attending Student Led Conferences will ensure preferential spots in high demand courses.**

Sincerely,

The MHS Counseling Department

Alternate Class Titles & Course Numbers:

1. H8040 Personal Fitness 2. H1320 Intro to Psychology

3. H5300 Spatial Entrepreneur Marketing 4. H7115 Digital Art

Career Goal and/or Potential College Major Theatre

Signing below indicates 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 High School Course Description Guide.

Student Signature: [Signature]

Parent/Guardian Signature: [Signature]

Teachers will sign next to courses they recommend. If teachers disagree, they will line through the listed course, write the recommended course number, and then sign. If a student has an IEP or ILP, the student will also need to have the case manager sign at the bottom of the form verifying the courses meet the IEP/ILP expectations. TAP teachers will sign to confirm the courses fill 7 blocks and the semesters have been checked. TAP Teachers will also confirm Student Led Conference participation.

TAP Teacher Signature: [Signature] Date signed: 2/28/24

Student Led Conference Attendance (Circle One): Yes No

H0111-Sem-Any COLLEGE PREP LITERATURE
H0112-Sem-Any COLLEGE PREP WRITING
H1340-Sem-Any SOCIOLOGY
H2382-Y COLLEGE PREP MATH - Math Team
H3420-Y PHYSICS - Science Team
H4227-Y ROBOTICS
H5400-Sem-Any PERSONAL FINANCE
H7155-Sem-Any ACTING
H7160-Sem-Any ADVANCED ACTING
H7240-Y CONCERT CHOIR MIXED Choir Teacher
H8040-Sem-Any PERSONAL FITNESS FOR LIFE Too many classes

Teacher
signatures

Sem 1
Sem 2

ALTERNATE CLASSES

- Make sure you fill in the Alternates Section with backup classes you would want to take.
- Put these in order of preference and they will be used if there are conflicts with your original choices.
- Also be sure to fill in the Career line so your counselor has an idea of what classes to suggest if you alternates are not available.

Alternate Class Titles & Course Numbers:

1. _____	2. _____
3. _____	4. _____

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

THINGS TO REMEMBER

- **For STL CAPS, MyPath, Cadet Teaching or Office Experience**
 - Counselors will add these courses to student schedules at a later date. Students should put in a full schedule at this time.
- **For South Tech**
 - If you **are currently attending South Tech** your counselor will email you your South Tech course codes to enter into your schedule for next year. You will receive two codes (one for A Days-Tech and one for B Days-Tech Continued). Your counselor will lock you into the correct AM/PM section.
- **For Other Courses requiring an application:**
 - If you are interested in applying for AP Art, Employment Internship, Network Administration, Leadership, Broadcast Journalism, Journalism II or Yearbook Workshop next year then you can go ahead and enter these classes on your schedule. Just remember you will still need to fill out the required applications to be approved for the course or you will not be given a spot in the course.

Teacher Approval/Signatures Required:

Core Classes
AP/Dual Credit Classes
Bands/Choirs/Strings (after auditions)
Project Lead the Way (PLTW)
SSD Courses
Electives that you are in currently

Applications & Teacher Approval Required:

AP Studio Art (Ms. Vagen-get application at Syllabus Tasting)
Broadcast Journalism/Journalism II (Ms. Moeckel, click link for application)
Leadership (Ms. Busch & Ms. Kern will have the applications at the Syllabus Tasting)
Yearbook (Ms. Stout, click link for application)

Application Only:

Employment Internship including Network Administration (Ms. Norrid)
MyPath & Dual Enrollment (Ms. Neighbors)
Access Point (see Mrs. Neighbors or your counselor)
STL-CAPS ([Online Application](#))
South Tech ([Online Application](#))
Cadet Teaching & Office Experience (Applications
will be available in the Counseling Center on February 19th)

SCHEDULING TOOLS

[Career & Course Planning Guide](#)

[24-25 Course Offerings Cheat Sheet](#)

[Student Course Selection-SIS 360 Directions](#)

[MHS Credit Check Worksheet](#)

IF YOU HAVE QUESTIONS...

- Talk with your TAP Teacher.
- Email your counselor to set up an appointment.
 - Last Names A-C: Mrs. Shelton
 - Last Name D-HR: Ms. Tinnea
 - Last Name HS-MG: Ms. Merritt
 - Last Name MH-R: Mrs. Klousia
 - Last Name S-Z: Ms. Backer
- This PowerPoint will be available in the [Counseling Google Classroom](#) and on the MHS Counseling Center Website under “Scheduling & Career Search” for you to review.