

# INSTRUCTIONS FOR SELECTING COURSES FOR NEXT YEAR

## \*Important dates:

- |   |                            |
|---|----------------------------|
| <input type="checkbox"/> Teacher Recommendation Day               | Thursday, February 2, 2012 |
| <input type="checkbox"/> Course Selection Form Collection (in HR) | Friday, February 10, 2012  |
| <input type="checkbox"/> Last day to make schedule changes        | Friday, May 4, 2012        |

\***Get familiar** with this year's Educational Planning Guide. Make sure you are scheduling for courses that are appropriate for your grade level. Be sure to read the course descriptions to assist you in making course selections.

## \*When filling out the Course Selection Forms at the back of the book:

- Use pencil!
- Start by filling out the *Student Copy* of the Course Selection Form with all necessary information. This info. should also be filled out on the Guidance Copy as well.
- Make sure you are scheduling a course in each of the major subject areas: English, social studies, math, and science (senior CTC students may not need a science). Two credits of electives are also required. If you are taking a world language, you will only need one more elective credit. Don't forget to schedule a phys. ed. class and Driver Ed. & FCS (10<sup>th</sup> gr.) or Health II (11<sup>th</sup> gr.).
- TWO credits of back-up electives **MUST** be included in the Back-up Electives section at the bottom of the form.
- Starting in grade 10, you may schedule for a CTC program (applications are in the Guidance Office). If you schedule a CTC program, you do not need to include any courses in the Electives area of your Course Selection Form nor will you need to provide back-up electives at the bottom of the form.
- Teacher recommendations should be recorded in the first two columns of BOTH the Student Copy and the Guidance Copy. Once these recommendations have been obtained, the student should discuss course selections with parents/guardians.
- Once course selections have been agreed upon by both the student and his/her parent/guardian, necessary signatures should be recorded at the bottom of BOTH the Student Copy and the Guidance Copy of the Course Selection Form.
- GO ONLINE ([www.muhsdk12.org](http://www.muhsdk12.org)) AND ENTER ALL COURSE REQUESTS BY FOLLOWING THE ATTACHED INSTRUCTIONS!**
- Hand in completed Course Selection Form (Guidance Copy only) to your homeroom teacher or school counselor by the above due date! 😊

**QUESTIONS?? STOP IN TO SEE YOUR SCHOOL COUNSELOR OR CALL THE HIGH SCHOOL GUIDANCE OFFICE (610-921-8078, x4107) IF YOU HAVE ANY QUESTIONS ABOUT SCHEDULING!!**