

Scheduling Information

Step by Step

COURSE SELECTION for 2023-2024

- ❖ Counselors will be available **February 13th - February 16th in the Library during both lunches for questions.**
- ❖ We will receive copies of your responses and schedule classes based on your input.
- ❖ You may make edits to your submission from February 13th through February 16th. All submissions are **due** by February 16th. **You will no longer have access to make changes to your selections after February 16, 2023.**

COUNSELORS:

Ms. Price	A-Di
Mrs. Clark	Do-J
Mrs. Ozeroff	K-N
Mrs. Cramer	O-Sa
Ms. Straessler:	Sc-Z

Remember, you created a 4 Year Plan in your 2nd period class. An example from Ms. Spivey is posted below. Find your 4 Year Plan in your Google Drive, and use it to help you pick your classes.

NAME:		Career Goals:						
Grad. Year:								
	GRADE 9	GRADE 10	GRADE 11	GRADE 12				A-G College Requirements
	English: <i>English 9</i>	English: <i>English 10</i>	English: <i>English 11</i>	English: <i>English 12</i>				3 years Social Science (A)
	Math: <i>Integrated Math I</i>	Math: <i>Integrated Math 2</i>	Math: <i>Integrated Math 3</i>	Math: <i>Pre-Calculus</i>				4 years English (B)
	Science/Other: <i>Biology</i>	Science: <i>Chemistry</i>	Science: <i>Physics</i>	Science: <i>Forensics</i>				3 years Math (C)
	PE: <i>Individual sports</i>	History: <i>World History</i>	History: <i>US History</i>	Gov/Econ: <i>Gov/Econ</i>				2 years Science (D)
	World Lang: <i>Spanish 1</i>	World Lang: <i>Spanish 2</i>	World Lang: <i>Spanish 3</i>	World Lang: <i>Spanish 4</i>				2 years World Language (E)
	Elective: <i>BFFS</i>	PE: <i>Team sports</i>	Elective: <i>Type here</i>	Elective: <i>Type here</i>				1 year Performing Art (F)
	Elective: <i>Type here</i>	Elective: <i>Type here</i>	Elective: <i>Type here</i>	Elective: <i>Type here</i>				1 year CP Elective (G)
	Elective: <i>Type here</i>	Elective: <i>Type here</i>	Elective: <i>Type here</i>	Elective: <i>Type here</i>				RCHS requirements:
								2 years PE*
		Alternate: <i>Type here</i>	Alternate: <i>Type here</i>	Alternate: <i>Type here</i>				1 year BFFS*
		Alternate: <i>Type here</i>	Alternate: <i>Type here</i>	Alternate: <i>Type here</i>				Electives*
								*conditions apply, see Counselor for details
								Comm. Service (8 hours/year)
	TO DO Community service	TO DO Community service	TO DO Community service	TO DO Community service				
		PSAT: October	PSAT: October	College apps Oct.1-Nov.30				
			ACT/SAT May	Cal Grant, FAFSA app. Oct.1				

Frequently asked Questions**

- Q.** Can I **double up** on classes (take two math or science, etc...)?
- A.** Students may double up on classes based on **space availability and grade level /pre-requisite requirements***.
- Q.** Can I have an *Unscheduled* period?
- A.** Students who are in **grade 11/12** and are on track to graduate may have no more than *one unscheduled class per term* during either 1st or 4th period *if their schedule allows for it* with their other choices. (11th grade only one per year)
- Q.** Can I be a *TA or Office Assistant*?
- A.** Students in grade 11/12 who meet the criteria listed in the catalog may have **one class** of TA **or** Office Assistant per year. Students will be *assigned to positions based on staffing need*.

*see catalog for more information

**Students should direct additional questions to their Counselors during Intervention times listed on previous slide

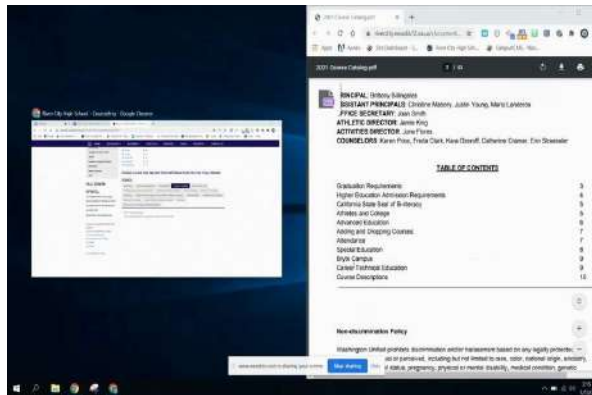
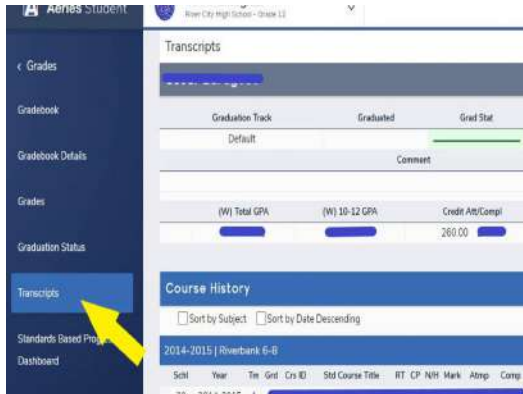
Frequently asked Questions continued**

- Q.** If I have an IEP. How do I select my classes?
- A.** Read each choice carefully and answer based on your options. Students with Individual Education Plans (IEP) will be assisted by their Case Manager in determining their core classes. If you have a question, ASK.
- Q.** I am in an ESL / ELD Class. Do I still need to take it next year?
- A.** Students needing ESL/ELD will be assisted by Mrs. Leifson. Placement is determined in part by your ELPAC score and English Grades.
- Q.** I am a **Senior**. Can I graduate at the midterm after the 1st semester. What do I have to do?
- A.** You will need to **fill out the Course Request form completely**, regardless. There is a question at the beginning of the form to indicate your interest. Early graduates can **ONLY be Seniors** on track to graduate. You will need to schedule a meeting to review eligibility with your Counselor or Case Manager.

****Students should direct additional questions to their Counselors during Intervention times listed on previous slide**

Accessing your materials: Catalog and Transcripts

Graduation requirements are 250 credits and service learning. Please review your credits carefully and make sure you are on track. It is advised that you reference your transcript and Course Catalog while you make class selections. To do this you will either need to use another device or know how to split your screen. Please click on the videos if you need assistance:



CREDIT SUMMARY	
Subject Area	Credit Req'd
English	40.00
Mathematics	30.00
Physical Science	10.00
Life Science	10.00
World History	10.00
US History	10.00
US Government	5.00
Economics/Sr Prob	5.00
Elective Credit	-
World Languages	20.00
Visual & Performing	10.00
Physical Education	20.00
Building Foundations	10.00
Elective Credit	-
Elective Credit	70.00
* TOTALS *	250.00
Algebra 1 Requirement Met	

Course Selection Information for the 2023-2024 school year

Students will be making their course selections online for the following school year.

Courses are broken down by Washington Unified - RCHS Graduation requirements and University of California articulation, otherwise known as A-G. Refer to the Catalog for information.

Please read each question carefully and answer completely. Failure to do so may affect submission.

Please use a split screen and refer to the Course Catalog as you make your selections.

Students must select 8 class options and provide 6 alternates if their 1st choices are not available or do not fit within their overall course placements. Do Not choose courses more than once unless the course is indicated as yearlong. Doing so may invalidate your requests.

Step 1: Find your Registration Link

Go to the [RCHS Counseling website](#) and look under the ***Scheduling Tab*** (will also be on **student hub on the front page.**) Look for the link that corresponds to the grade level you will be for the 2023-2024 school year. *Example: I am currently a freshman so I will be filling out the sophomore registration form.*

[2023-2024 Course Catalog](#)

[Sophomore \(Class of 2026\) Pre Registration Form](#)

[Junior \(Class of 2025\) Pre Registration Form](#)

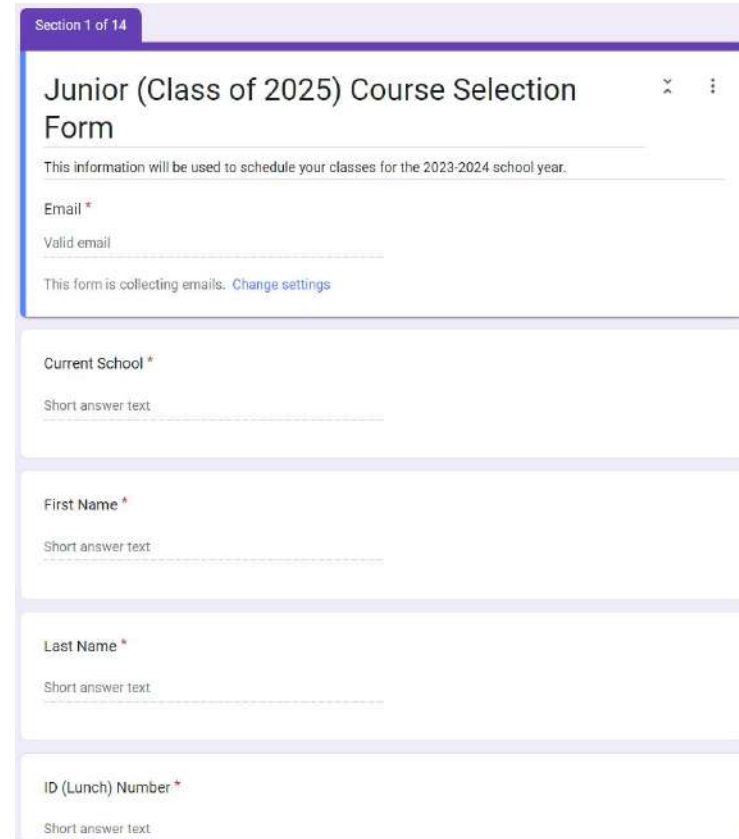
[Senior \(Class of 2024\) Pre Registration Form](#)

Step 2: Complete Demographic Information

When you first begin to fill out your registration you will provide **basic information about yourself**.

Remember to **read each section carefully** and **follow the directions** before moving on.

Do not leave a question blank. If you cannot answer a question, type NA (not applicable).



Section 1 of 14

Junior (Class of 2025) Course Selection Form

This information will be used to schedule your classes for the 2023-2024 school year.

Email *

Valid email

This form is collecting emails. [Change settings](#)

Current School *

Short answer text

First Name *

Short answer text

Last Name *

Short answer text

ID (Lunch) Number *

Short answer text

Step 3: Courses and Requirements

Each grade level has slightly different choices and graduation requirements embedded within it. For Example: all Juniors must take a US History Class. The ‘choice’ then becomes do you want to take the advanced level which is AP US History? ***Remember, this is when you would check the catalog and see what taking an advanced class entails.***

Note that the Choice corresponds to the department and UC A-G Category if applicable.

History / Social Science

Choice 1 (A) History / Social Science: Courses with an asterisk indicate a course which has a prerequisite, is part of a series, or has special requirements. See the Catalog for details. *

- 0825 U.S. History
- 0816 *AP U. S. History
- 1003 *Social Science Skills - per IEP placement only
- 1012 *ILS Soc Studies - Self Contained Class - per IEP placement only

Courses and Requirements continued


For each choice you make, you will only be allowed to select one answer. You will either be asked to check a box, or make a selection from a drop down menu:

Math

For help choosing a Math Course please refer to the [Math Course Sequencing Options](#) link in Catalog.

Choice 3 (C) Mathematics: Courses with an asterisk indicate a course which has a prerequisite, is part of a series, or has special requirements. See the Catalog for details. *

Students wishing to take multiple math courses will use elective spots for second math choice.

Choose 

Courses and Requirements continued

Please note the specific directions for each choice as you will need to keep track.

Science

Choice 4 (D) Science: Courses with an asterisk indicate a course which has a prerequisite, is part of a series, or has special requirements. See the Catalog for details. *

Students wishing to take multiple science courses will use elective spots for second science choice. Students who have completed their science requirement and do not wish to take science must select "I have completed my Science Requirement" in the dropdown.

Choose

Step 4: Electives and Alternates

Remember, you need electives to fulfill your graduation requirements.

In many cases you will take more electives than are required for graduation. Most classes are specific to fulfilling more than one role beyond simply meeting a *single* requirement.

Please be thoughtful in choosing your electives and make sure you include alternates. Your choices impact what we offer. We do our best to schedule you in the classes you want but the reality is not all schedules work. That is why we need to have alternates. Otherwise, you just get placed in what is left over.

Step 5: Making up failed classes

If you have a required course such as English, math, etc...that you failed, you have an opportunity to make a note of it and possibly retake that class next year. This is not a guarantee that you won't have to take summer school, but it provides us with important information.

LEAVE THIS SECTION BLANK IF IT DOES NOT APPLY TO YOU!

Section 3 of 4

Required Courses I need to make up due to failure from previous terms. Leave blank if not applicable!

Please use a split screen to refer to your transcript. Students needing more than three class repeats will need to email their counselor to schedule a meeting.

Please write in the class you need to make up:

Short answer text

Please select the term of the class you need to make up. Example: English 10.2 second half of class

First term - first half of class

Second term - second half of class

Both terms - entire class needs to be retaken

Step 6: Confirmation and Submission

The last part of registration is the confirmation and submission page.

Read it carefully.

HAVE YOUR PARENT/GUARDIAN
REVIEW BEFORE FINAL
SUBMISSION!

(Remember, you can no longer edit after 2/16)

That's it! Thanks for taking the time to
view this and good luck!

Confirmation

Please review this section with your Parent or Guardian before submitting. Required.

*

Consent

I understand that my selections are dependent upon the availability of personnel, facility, material resources, and/or scheduling conflicts.	<input checked="" type="checkbox"/>
I understand that I am agreeing to attend the courses I have selected and that I am responsible for notifying my counselor if there is a mistake on my schedule within 5 days of receiving it.	<input checked="" type="checkbox"/>
I affirm I have reviewed my choices carefully and verified any and all prerequisites in the Course Catalog online.	<input checked="" type="checkbox"/>
I affirm that I have reviewed my course selections with my parent/guardian.	<input checked="" type="checkbox"/>