

# 2025-2026 COURSE SCHEDULING

JUNIORS



**OLENTANGY SCHOOLS<sup>SM</sup>**  
*Flourish Here.*



# GOALS FOR TODAY'S PRESENTATION

- Explain this year's course scheduling process
- Provide tips for the "Schedule Request Sheet"
- Provide contact information for assistance



**OLENTANGY SCHOOLS<sup>SM</sup>**  
*Flourish Here.*



# GRADUATION REQUIREMENTS

## 22 CREDITS ARE NEEDED TO GRADUATE

- (4 credits) English
- (4 credits) Math
- (3 credits) Science
- (3 credits) Social Studies
- (1 credit) Fine Arts
- (.5 credit) Personal Finance
- (.5 credits) Health
- (.5 credits) Physical Education
- (5.5 credits) Electives



# THE SCHEDULING PROCESS

## Course Scheduling Materials

- “Course Schedule Request Sheet” (provided at this meeting – extra copies available on the Liberty High School website and in Student Services)
- “Course Planning Guide” (available on the Liberty High School website)
- [Genially](#) - Interactive Online Coursebook



# SCHEDULE REQUEST SHEET

## Course Offerings

- The Schedule Request Sheet lists required and elective courses.
- There are prerequisites for some classes - please refer to the complete course planning guide on the OLHS website for specifics.

computer/school/official/levon: \*\*

\*\*It is imperative that the student and parent(s) discuss the scheduled selections carefully to ensure that the course requests best reflect:

- The Core courses for which the student was recommended
- A firm commitment to complete summer assignments for all AP courses
- A realistic view of how motivated and diligent the student will be in completing academic work next year
- The extra curricular activities, jobs, and other time commitments outside of school

\*\*Please reference the COMPLETE Course Planning Guide online on the Liberty High School website\*\*

GRADUATION/COLLEGE ADMISSION REQUIREMENTS:

- English and Government courses are **REQUIRED** courses for senior students. A fourth Science class is **STRONGLY** suggested and you must have 4 credits of Math in order to graduate.
- Please talk with your eleventh grade teachers about their recommendations for which course in each subject is best for you. Teachers can be found on the OLHS website under the heading "Faculty" and "Classroom Schedules" online. These recommendations can be discussed again with you during your scheduling appointment.

<u>ENGLISH</u> (4 credits req. for grad.)	<u>MATH</u> (4 credits req. for grad.)	<u>SCIENCE</u> (4 credits req. for grad.)
05420 English 12	11310 Algebra II	13310 Chemistry
05410 C.P. English 12	11315 Honors Algebra II	13315 Honors Chemistry
05520 AP English Composition	11310H Algebra II DB	13410 Physics
	11320 Intro to Algebra II	13413 Conceptual Physics
	11410 Algebra III	13510H AP Biology (2 per)
	11420 Pre-Calculus	13510C AP Bio/ AP Chem (2 per)
<u>SOCIAL STUDIES</u> (3 1/2 credits req. for grad., 4 or req. for college)	11425 Honors Pre-Calculus	13520H AP Chemistry (2 per)
<u>Year Courses</u>	11430 Discrete Math	13520C AP Chem / AP Phys (3 per)
15510 AP U.S. Government	11450 Calculus	13530H AP Physics (2 per)
<u>Semester Courses</u>	11510 AP Calculus AB	13530C AP Phys AP Bio (2 per)
15410 U.S. Government	11520 AP Calculus BC	13810 Anatomy & Physiology
	11530 AP Statistics	13820 CP Earth and Space
		13540 AP Environmental (2 per)

Students still need: \_\_\_\_\_ P.E. \_\_\_\_\_ Speech \_\_\_\_\_ Health \_\_\_\_\_ Fine/ Applied Art \_\_\_\_\_

Personal Finance and Post Secondary Planning (PSP)

ELECTIVES:

In addition to the required courses above, you will need to choose four or more elective courses from the list on the back of this sheet. Remember that colleges recommend 3 years of a world language.



# THE SCHEDULING PROCESS

## **STEP 1: Review potential course options**

- Read through the handout from today's presentation
- Look through the complete Course Planning Guide and check out Genially videos



# THE SCHEDULING PROCESS

## STEP 2: Teacher Recommendations

- In the next few weeks, your teachers will complete recommendations about which classes you should take next year in English, Math, Social Studies, Science and World Languages.
- Bring your course request sheet to your core teachers (English, Math, Science, Social Studies, and World Language) to discuss course recommendations for you.



# THE SCHEDULING PROCESS

## STEP 3: Parent/Guardian Conversation

- Take home your course request sheet and have an additional scheduling conversation with your parents/guardians.

## STEP 4: Write down/finalize your requests on your request sheet.

## STEP 5: Entering Course Requests in PowerSchool

- Use course request sheets to enter requests online in PowerSchool
- In core classes and World Language, teachers recommended students for the highest level at which they feel a student will be successful for next year. You cannot select a course that is above the level your teacher has recommended, but you may select a course below the level they recommend.
- **JUNIORS:** The last day to enter course requests in PowerSchool is January 27th





# SCHEDULE REQUEST SHEET

**When filling in the chart, remember these points:**

- You should NOT leave a spot for lunch – it will be scheduled automatically
- Add Study Hall in the blank(s) if you want study hall
- Consider Art, Business, Family & Consumer Science, Industrial Tech., Performing Arts, and World Language classes as possible electives.
- If you request Early Release/Late Arrival, you must bring a signed permission form to your scheduling meeting.



# SCHEDULE REQUEST SHEET

## IMPORTANT:

- Challenge yourself and choose courses based on your individual future goals.
- Athletes must be passing a minimum of 5 classes per quarter in order to be eligible to participate in athletics.
  - PE/Conditioning and/or AP Science Labs cannot count as one of the five classes.
  - Recommended that Student-Athletes enroll in six courses.
  - Summer Classes do not count towards the 5-class rule.



# THE SCHEDULING PROCESS

## Fill in Core Courses & Elective Courses

- Must be enrolled in at least five courses each semester!

Initial Student Requests			Course Override Submitted (Counselor Use)	Credits Needed for the Class of 2026	
English		Year-Long Course		4	English
Math		Year-Long Course		0.5	Health
Science				4	Math
Social Studies				0.5	PE
Elective(s)				3	Science
Elective(s)				3	Social Studies (World History, US History, Econ/Gov)
Elective(s)				1	Fine Art (Visual and/or Perf. Arts)
Elective(s)				5.5	Electives (W. Lang., FCS, Business, Ind. Tech., Additional Core Classes)
Elective(s)				0.5	Personal Finance
Elective(s)				22	Total Credits for Graduation

Please enter at least two alternative elective courses below:

1. \_\_\_\_\_ 2. \_\_\_\_\_


3. \_\_\_\_\_ 4. \_\_\_\_\_

Online Course (PE I/PE II/Health) or Summer School Course:

College & Career Plans/Comments:


Parent/Guardian Signature \_\_\_\_\_

Students will enter their requests on the PowerSchool Student Portal.  
Scan the QR code for instructions.




# THE SCHEDULING PROCESS

Please fill in at least two alternate electives that you are interested in.

Initial Student Requests			Course Override Submitted (Counselor Use)	Credits Needed for the Class of 2026	
English		Year-Long Course		4	English
Math		Year-Long Course		0.5	Health
Science				4	Math
Social Studies				0.5	PE
Elective(s)				3	Science
Elective(s)				3	Social Studies (World History, US History, Econ/Gov)
Elective(s)				1	Fine Art (Visual and/or Perf. Arts)
Elective(s)				5.5	Electives (W. Lang., FCS, Business, Ind. Tech., Additional Core Classes)
				0.5	Personal Finance
				22	Total Credits for Graduation
				Please enter at least two alternative elective courses below:	
				2.	
				4.	
				Online Course (PE, DPE, etc.): Summer School Course?	
College & Career Plans/Comments:				Students will enter their requests on the PowerSchool Student Portal.	
Parent/Guardian Signature _____				Scan the QR code for instructions.	
					



# SCHEDULE REQUEST SHEET

**Olentangy Liberty High School Class of 2026 Student Course Request Sheet**

Name: Pattie Patriot ID Number: 123456 Student Email/Cell: ppatriot@gmail.com

	Initial Student Requests		Course Override Submitted (Counselor Use)
English	English 12	Year-Long Course	
Math	Pre-Calculus	Year-Long Course	
Science	AP Physics I	→	
Social Studies	US Gov	Economics	
Elective(s)	French 4	→	
Elective(s)	Sports and Entertainment Management	Child Development	
Elective(s)	1st period Late Arrival	→	
Elective(s)	12th period Early Release	→	

College & Career Plans/Comments:  
Still undecided

Parent/Guardian Signature Pattie Patriot

Credits Needed for the Class of 2026	
4	English
0.5	Health
4	Math
0.5	PE
3	Science
3	Social Studies (World History, US History, Econ/Gov)
1	Fine Art (Visual and/or Perf. Arts)
5.5	Electives (W. Lang., FCS, Business, Ind. Tech., Additional Core Classes)
0.5	Personal Finance
22	<b>Total Credits for Graduation</b>


Please enter at least two alternative elective courses below:

1. Ceramics II 2. Home Maintenance

3. Speech 4. Intro to Comp Sci.

Online Course (PE I/PE II/Health) or Summer School Course Plans:  
Online PE I

Students will enter their requests on the PowerSchool Student Portal.  
Scan the QR code for instructions.



I do NOT need a locker for 2025-2026 (Student Initials) \_\_\_\_\_

\_\_\_\_ Athlete (OHSAA requires athletes to be passing 5 classes each quarter, not including PE/Weightlifting/AP Labs) \_\_\_\_ PE Waiver \_\_\_\_ College Credit Plus





# ENTERING COURSE REQUESTS ONLINE

1. Sign into PowerSchool through myOLSD, and click the “Class Registration” icon on the left.

The screenshot shows the PowerSchool website interface. The browser address bar displays the URL <https://ps7-olen.treca.org/guardian/home.html>. The page title is "PowerSchool". The navigation menu on the left includes "Grades and Attendance", "Grade History", "Class Registration" (circled in red), "My Schedule", "School Information", "Report Card", and "Transportation". The main content area shows the "Grades and Attendance" section with a "Grades and Attendance" button. Below this, there is a table titled "Attendance By Class" with columns for "Exp", "Last Week", "This Week", "Course", "Q1", "Q2", "E1", "S1", "Absences", and "Tardies". The table lists various courses and their respective teachers and rooms. A large blue rectangular area is overlaid on the right side of the table, obscuring the "Q1", "Q2", "E1", and "S1" columns.

Exp	Last Week					This Week					Course	Q1	Q2	E1	S1	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F							
1(A-E)											Honors College Prep English 10 Fisk, Lauren Gray - Rm: 2405					0	0
2(A-E)											Spanish III Williams, Mia Angela - Rm: 1431					0	0
3(A-E)											Positive Leadership Wood, Patrick - Rm: 1260					0	0
4-5(A-E)											Study Hall-Sem 2 Walker, Gary - Rm: 1259					0	0
6-7(A-E)											Bible as Literature Hunter, Natalie Annette - Rm: 2419					0	0
8-9(A-E)											U.S. History 1877-Present Solis, Mark - Rm: 2204					0	0
10(A-E)											Lunch-Sem 2 Staff_Zzz, Staff_Zzz - Rm: CAFE					0	0
11(A-E)											Geometry Hesse, Tom Ried - Rm: 1517					0	0



# ENTERING COURSE REQUESTS ONLINE

2. Click the pencil for each course group and select all courses you wish to request for the upcoming school year.

The screenshot shows the PowerSchool Class Registration System interface. The browser address bar displays <https://ps7-olen.treca.org/guardian/requestform.html>. The page title is "Welcome to the Olentangy High School Class Registration System for 2016-2017". The left sidebar contains navigation links: Grades and Attendance, Grade History, Email Notification, Class Registration (selected), My Schedule, School Information, Report Card, and Transportation. The main content area lists course groups with their respective requirements and a "Click the edit button to request a course" instruction. The course groups are: English, Social Studies, Math, Science, and World Language. Each group has a pencil icon and a checkmark icon. Red arrows point from the instruction text to these icons.

Course Group	Requirements	Edit Button (Pencil)	Checkmark
English	You must choose ONE option from this list, 4 credits are required for graduation.	Yes	Yes
Social Studies	At least one elective social studies class should be chosen. If a student is requesting AP Economics, you must select both AP Micro and AP Macro. 3.0 credits are required for graduation.	Yes	Yes
Math	It is recommended that any college-bound student take 4 credits of math. 3 credits are required for graduation.	Yes	Yes
Science	It is recommended that any college-bound student take 4 credits of science. 3 credits are required for graduation.	Yes	Yes
World Language	Colleges recommend that students take at least 2 years of a language. 3 years of one language or 2 years of two languages is one of the criteria for an	Yes	Yes





# ENTERING COURSE REQUESTS ONLINE

In each course group, check the box for the course you wish to request. The course you are recommended for by your current teacher should be at the top of each group. If you do not see a recommendation identified, the teacher in that discipline has not made a recommendation. You may choose any class you wish as long as you meet the required pre-requisites for the given course. Once you select the course click “Okay.”

Course Name	Number	Credit	Prerequisite Note	Alerts
College Prep English 11	05310	1		Recommended Lauren Fisk
AP English (Language & Composition)	05520	1	Teacher recommendation required	
AP English (Literature & Composition)	05510	1	Teacher recommendation required	
College Prep English 11	05310W	1	Online or Hybrid Course	
College Prep English 11	05310I	1		

In your core classes and World Language class, teachers have recommended you for the highest level at which they feel you will be successful for next year. You cannot select a course that is above the level your teacher has recommended, but you may select a course below the level they recommend.





# ENTERING COURSE REQUESTS ONLINE

After you have made all of your requests for each course group, click “Submit” to save your requests.



The screenshot shows a web form for entering course requests. It has several sections for different course groups: 'Late Arrival/Early Release - Semester 1', 'Late Arrival/Early Release - Semester 2', 'Lunch - Semester 2', and 'Lunch - Semester 1'. Each section has a text input field and a dropdown menu. At the bottom, there is a 'Submit' button circled in red, with a red arrow pointing to it from the text above. The form also displays 'Requires at least 0 credit hours' and 'Requesting 0 credit hours'.



The screenshot shows the PowerSchool interface. The top navigation bar includes 'Most Visited', 'myOLSD', 'PowerTeacher', 'PowerSchool', and 'Olentangy Local Scho...'. The main content area is titled '2016-2017 Course Requests:' and displays a table of requested courses. The table has columns for 'Crs Num', 'Course', 'Type', 'Cr Hrs', and 'Prerequisite Notes'. The total credit hours requested is 7.00.

Crs Num	Course	Type	Cr Hrs	Prerequisite Notes
1. 05310	College Prep English 11	Required	1.00	
2. 11310	Algebra II	Required	1.00	
3. 99201	Lunch-Sem 1	Required	0.00	
4. 99202	Lunch-Sem 2	Required	0.00	
5. 03930	Marketing Applications	Elective	1.00	
6. 06340	Spanish IV	Elective	1.00	
7. 13310	Chemistry	Elective	1.00	
8. 13510	Anatomy & Physiology	Elective	1.00	
9. 15540H	AP Economics Host	Elective	1.00	
10. 99011	Study Hall-Sem 1	Elective	0.00	
11. 99012	Study Hall-Sem 2	Elective	0.00	
Total Credit Hours Requested			7.00	



# THE SCHEDULING PROCESS

## STEP 6: The Scheduling Conference

- Every student will meet with their school counselor for a brief, individual scheduling conference.
- Students must bring their COMPLETED “Student Request Sheet” and have entered their course requests into PowerSchool.

## STEP 7: Course Request Verification

- All schedule corrections, changes, and adjustments **MUST** be completed by *February 28, 2025!*



# OTHER EDUCATIONAL OPTIONS

## **Performing Arts Auditions**

- What if I want to take a course that requires an audition (like choir, band, or orchestra)?
  - Place the course on the Schedule Request sheet
  - Talk with the specific teacher about when the auditions will take place.

## **Aerospace and Leadership Elective Courses**

- Offered by Delaware County Air Force Junior ROTC at Delaware Hayes
- Two year-long class periods

Contact: Matthew O'Brien   [obrienma1@delawarecityschools.net](mailto:obrienma1@delawarecityschools.net)



# OTHER EDUCATIONAL OPTIONS

## Online PE

- Offered during the school year or in the summer
- Place this request in the “Comments” section

## PE Waiver

- Successful completion of two seasons of school athletics, marching band, cheerleading, show choir, or two years of ROTC



# OTHER EDUCATIONAL OPTIONS

## Mentorship

- Prepare to enter the workforce
- Job shadowing experience for at least 5 hours a week
- Semester long course; two periods
- Repeatable
- Application due January 31st



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## Teacher Academy

- Explore being an educator and gain student teaching experience
- Year long course; three periods
- Applications due February 2nd



# COLLEGE CREDIT PLUS

- The opportunity to take a class to earn high school credit and guaranteed college credit that would transfer to any public college/university in Ohio.
- Transportation is on your own (travel time built into schedule)
- April 1<sup>st</sup> deadline – OLSD online intent to participate form
- Any college coursework is weighted coursework (5.0 scale) like AP classes. Any grade earned will be reflected on your high school transcript.
- You will earn 1 high school credit for any college class that is 3 credits or more. This meets athletic eligibility requirements.
- If you fail a CCP course or drop after a certain deadline, then you will be required to pay for it.
- Please check with your school counselor for eligibility requirements.



# THINK ABOUT THE FOLLOWING

- Realize that signing up for Honors & AP courses is a firm, year long commitment on your part!
- Be realistic about how motivated and diligent you will be about completing the academic demands of this schedule for next year.
- Think about how much time you spend in extra curricular activities, jobs, and other things outside of school which take away from studying.



# LIBERTY HIGH SCHOOL COUNSELORS

- Last names (A through Da) – Mr. Zach Miller
- Last names (Db through H) – Mrs. Jill McGrew
- Last names (I through Mn) – Mrs. Sammi Frobose
- Last names (Mo through Sc) – Mrs. Brittany Vallier
- Last names (Sd through Z) – Mrs. Bobbie Sisko





# Scheduling Meetings

Students meet with a counselor to schedule their course requests

- January 27<sup>th</sup>: Last day for Juniors to enter online course requests in PowerSchool
- January 28<sup>th</sup> – January 30<sup>th</sup>: English class
- February 3<sup>rd</sup> – 6<sup>th</sup>: CCP English and Make-up Scheduling
- February 28<sup>th</sup> – Last day to make schedule request changes

