

LA PLATA HIGH SCHOOL  
December 2022

TO: 11th Grade Students  
FROM: Ms. Pherson  
SUBJECT: Instructions for 12th Grade Course Selection Sheets

1. You have received a Course Selection Sheet in addition to these instructions. The Course Selection Sheet lists all of the classes offered to you as a 12<sup>th</sup> grader at La Plata High School. You will use that sheet to choose your classes for next year.
2. The Charles County Public Schools High School Program of Studies for 2020-2021 is posted on the CCPS website at <https://www.ccboe.com/departments/student-services/student-support/high-school-program-of-studies>. This document provides information on graduation requirements, grading policies and other general information. More importantly, there are descriptions of all the courses listed on your Course Selection Sheet. Please refer to the Program of Studies descriptions for any courses you are considering *before* completing your Course Selection Sheet. Please see Ms. Pherson to discuss questions you have about courses.
3. Maryland high school graduation requirements are listed on page 3 in the Program of Studies. There is also a credit checklist on page 83. **PLEASE MAKE SURE YOU REVIEW THESE REQUIREMENTS CAREFULLY. IF YOU HAVE QUESTIONS, PLEASE ASK MS. PHERSON.**
4. Please review the **Course History** tab found in your Student VUE to determine what classes you still need for graduation. If you need assistance with choosing your classes, 10 min appointments can be schedule with Ms. Pherson via <https://bit.ly/PhersonApt>. In addition, Ms. Pherson has walk-in times available without an appointment during lunches.
5. You have also received a Graduation Pathway Options Recommendations for Seniors in 2023-2024 information sheet in addition to these instructions. All students must complete at least one of the graduation pathways listed on that sheet. Please review that document to help you in selecting your senior year electives and for determining your four-year plan. More information on Completer Programs can be found in the Program of Studies book on pg. 19-21.
6. Regardless of whether or not you plan to do Early College, Full Time College Waiver, Dual Enrollment or Principal's Waiver, **you MUST sign up for SEVEN classes and THREE alternate elective courses.** Ms. Pherson will have forms available for these programs and ask which classes you want to drop (if you are accepted in one of these programs) when she meets individually with students to review their Course Selection requests. IF YOU DO NOT SELECT ALTERNATE COURSES, MS. PHERSON WILL SELECT THEM FOR YOU.

7. Your Course Selection Sheet must be completely filled out, including teachers' initials for Core and PLTW courses, circled course numbers, parent telephone number, student cell phone number, your signature, and your parent's signature. **IF YOU DO NOT TURN IN A COURSE SELECTION SHEET WITH TEACHER SIGNATURES, MS. PHERSON WILL HAVE TO SELECT COURSES FOR YOU.**
8. Your current teachers will sign your Course Selection Sheets for most of your courses. Additionally, Department Chairpersons will be set up in the Commons area from 7:15 to 7:25 a.m., Monday, December 19<sup>th</sup> through Thursday, December 22<sup>nd</sup> to sign Course Selection Sheets for other elective courses where you will need a teacher signature. You should get your Course Selection Sheet signed before 7:25 a.m. **The completed Course Selection Sheet is due Thursday, December 22<sup>nd</sup> by 2:15 pm.**
9. Teachers are asked to give their recommendation for placements in A-level, honors or AP courses. If a parent disagrees with the teacher recommendation, the parent should contact the teacher to discuss their concerns. If the parent wishes to override the teacher recommendation, a written request should be attached to the Course Selection Sheet with the understanding that the parent request will be honored by the Counselor when the schedule is prepared. **Please note:** *After the new school year starts, if a request for a schedule change is made for a course where the parent overrode the teacher recommendation, it will only be considered after a parent/teacher conference is held and an action plan for student improvement is put into place.*
10. **Schedule changes next year will be made only in extreme circumstances, such as errors in academic placement.** For this reason, you must be very careful in course selection. Please wisely select the correct levels with the help of your parents and your current teachers. Carefully select your electives and alternates and make sure these are classes you will be happy in. Look in the Program of Studies book for a course description *before* signing up for the course. Schedule changes will **NOT** be made for elective courses after the new school year starts.
11. If you are **currently taking courses in a Career Technology Education/Completer Program**, please make sure you check the Program of Studies to see what remaining courses you need to complete the program. Information about required courses are in the Program of Studies starting on page 19.
12. **Dual Enrollment** students must complete the CSM application online and submit a Dual Enrollment Application. Students must have a 2.75 cumulative GPA in order to be eligible for this program. Dual Enrollment students take classes at La Plata High School and at least one 3 credit class per semester at CSM. You may also find additional information on pg. 9 of the Program of Studies and at <https://www.ccboe.com/departments/student-services/student-registration/college-dual-enrollment>

13. **Full-time College Waiver** students do not take any classes at La Plata High School. To be eligible, you must only need to take English IV to graduate. These students must take and pass at least 12 credits (including college level English) per semester at CSM. The link will provide additional information. <https://www.ccboe.com/departments/student-services/student-registration/college-full-time-waiver> These students are not allowed to participate in any extra-curricular activities at La Plata and are not ranked with the class. Transportation to and from CSM is not provided by CCPS; it is the student's responsibility.
14. If you are planning to apply for **Principal's Waiver**, you must be complete the Principal's Waiver Application and get signatures from your parent/guardian. Ask about this process and the application during your individual conference with Ms. Pherson when reviewing your course selections. All applications will be due back to Ms. Pherson no later than the last day of school; however, if you turn in your application by May 5<sup>th</sup>, you will be notified of acceptance before the end of the school year.
15. **Early College Program** - Students will take tuition-free college classes full time on the CSM La Plata Campus their senior year. These classes will also fulfill their high school graduation requirements of English and Math. Participating students will earn their high school diploma while also earning a Transfer Certificate consisting of 34 credits at CSM. Transportation to and from La Plata High School and a boxed lunch will be provided each day. You MUST fill out an application AND meet the requirements: 20 or more credits at end of junior year, 2.75 or higher unweight GPA, and have completed Algebra 2 with a C or higher. For more information and to apply, visit: <https://www.csmd.edu/apply-register/credit/high-school/early-college/index.html>
16. Students who are currently taking CRD I and are completing the **Career Research and Development (CRD) program** during their Senior year, should sign up for English IV, Math, Career Dev., Prep., & Transition (1 credit), CRD Work Based Learning (2 credits), and only those additional classes needed for graduation. You must ask Mrs. Winkler to approve your course selection for the CRD course.
17. If you want to be a **Teacher's Aide** next year, you must have it approved by the teacher you want to assist. Please keep in mind that teachers can only have 2 student aides each year. If you would like to be a School Counseling Aide, you must email Mrs. Posey at [cmposey@ccboe.com](mailto:cmposey@ccboe.com). To be an Aide in the front office with Mrs. Hall or Mrs. Turner, you must email [chall@ccboe.com](mailto:chall@ccboe.com) and [pturner@ccboe.com](mailto:pturner@ccboe.com). To be an Attendance Office Aide, you must email Mrs. Alcorn at [salcorn@ccboe.com](mailto:salcorn@ccboe.com). Please be aware that you **cannot have any F's during any quarter on your junior year report card** if you want to be an Aide. You can also choose to be an Aide in the Media Center or as a Science or Math Lab Assistant and earn ½ credit. To sign up for these you will need to email Mrs. Belanger at [cbelanger@ccboe.com](mailto:cbelanger@ccboe.com) in the Media Center or the science or math teacher you wish to assist.

18. If you plan to take 4 or more AP classes, you may choose the **AP Preparation period**. You must find a teacher who will supervise you during the AP Prep period. That teacher must email Mrs. Bautista confirming their approval.
19. Your original or current P.E. teacher must sign for all P.E. courses on your sheet. You must also have Mrs. Getgen's approval if you wish to take Weight Training.
20. If you are interested in Navy Junior ROTC, see GySgt. Bailey for a signature. REMEMBER: THERE IS A STRICT DRESS CODE FOR NJROTC. ASK ABOUT THIS BEFORE SIGNING UP. NJROTC is also now a completer course where students MUST complete NJROTC I, II, and III to declare this as the completer.
21. Remember that all students must take math each year. The only exception is for seniors who will be full-time college waiver students. For any public college or university in Maryland, you will be required to take a math class at the Algebra II or higher level in your senior year of high school. In addition, most colleges require two credits in the same foreign language. Many colleges prefer 3 credits of foreign language.
22. If you are planning to go to college, it is important to take challenging courses in your senior year. Colleges look at the academic level of the courses you take in your senior year. You should seriously consider taking one or more of the many AP courses offered. Information on these courses and the pre-requisites are in the Program of Studies.
23. Some students may wish to pursue a Charles County Certificate of Merit or receive Scholars recognitions. If so, there are additional requirements for these programs that you can find listed on page 5 of the Program of Studies.
24. Check your most recent report card to make sure you have completed all components of your Student Service Learning (SSL). If you have not completed SSL, you should see Ms. Hurley, SSL Coordinator, in the Counseling Office Career Center for help. Remember, SSL is a graduation requirement.
25. If you are a student athlete who wishes to pursue playing a collegiate level sport in college, please refer to the following link for information about NCAA eligibility, course, GPA, and testing requirements needed in high school. Please see Ms. Pherson for more information. <http://www.ncaapublications.com/productdownloads/CBSA19.pdf>
26. Ms. Pherson will be meeting with each student individually to discuss course selection for 12th grade during January and February. At that time, you will be able to ask any questions you have about courses and your graduation plan. Parents can contact Ms. Pherson at (301) 753-1754 or [apherson@ccboe.com](mailto:apherson@ccboe.com).