

URBANA HIGH SCHOOL FRESHMAN COURSE REQUEST FORM
This form is due to your 8th Grade English teacher by Friday, March 31, 2023

FULL STUDENT NAME _____ **ID#** _____ **BIRTHDATE** _____

Mark an X in the space next to the courses that you are requesting. You must schedule for at least six (6) courses per semester where a yearlong course will count in each semester. Freshman are required to be in attendance at the high school the entire school day, unless approved for and taking College Credit Plus (CCP) courses at a college campus. Teacher recommendation is required for some courses; the recommending teacher should initial in the staff blank to the right of the credit. Students who do not meet prerequisites will have their course selections changed. *Indicates a course fee is required.

As you are considering courses, use a pencil to make your selections, but please make your final selections including signatures in pen.

REQUIRED COURSES

English Department			Social Studies Department		
	Credit	Staff		Credit	Staff
_____ 001 English 9	1.00	_____	_____ 118 World Studies	1.00	_____
_____ 005 Honors English 9	1.00	_____	_____ 119 Honors World Studies	1.00	_____
Math Department			Health/Physical Ed, Department		
	Credit	Staff		Credit	
_____ 201 Algebra IA	1.00	_____	_____ 763 Health	0.50	_____
_____ 210 Algebra I	1.00	_____	_____ 765 Nutrition & Wellness	0.50	_____
_____ 203 Geometry	1.00	_____	_____ 770 Fitness for Life	0.25	_____
_____ 211 Honors Geometry	1.00	_____	_____ 773 Team & Ind Sports	0.25	_____
			_____ 774 Core & Dyn Stgth Trng	0.25	_____
Science Department					
	Credit	Staff			
_____ 404 Physical Science*	1.00	_____			
_____ 414 Honors Phys Science*	1.00	_____			

ELECTIVE COURSES

Agriculture, Food & Nat. Res. Dept.			Media/Tech/Marketing/Business Dept		
	Credit			Credit	
_____ 651 Ag, Food, and Nat Res	1.25		_____ 234 Computer App*	0.50	
			_____ 235 Computer Sci Prin*	0.50	
Fine Arts Department			_____ 236 Multimedia*	0.50	
	Credit	Staff	_____ 240 Digital Photo & Video*	0.50	
_____ 707 Concert Band A*	1.00	_____	_____ 545 Pers Financial Mgmt*	0.50	
_____ 706 Band A w/ Marching*	1.25	_____	_____ 550 Accounting I	1.00	
_____ 709 Concert Band B*	1.00	_____	_____ 511 Business Foundations	0.50	
_____ 708 Band B w/Marching*	1.25	_____	_____ 512 Finance Foundations	0.50	
_____ 711 Concert Choir*	1.00	_____	_____ 540 Marketing Principles	0.50	
_____ 717 Climber Singers*	1.00	_____			
_____ 712 Music Appreciation	0.50				
_____ 713 Music Technology	0.50				
_____ 721 Art I*	1.00				
Foreign Language Department			Ohio Hi-Point Programs (CBI and Satellites)		
	Credit	Staff			
_____ 301 French I	1.00	_____	Career Based Intervention	Credit	
_____ 311 Spanish I	1.00	_____	_____ HP CBI I CBI 9-10	1.00	_____
			OHP Satellites	Credit	
			_____ HP U340 Manufacturing Operations	1.00	
			_____ HP G350 Health Science & Technology	1.00	

Over....

ALTERNATE ELECTIVES (REQUIRED)		
	COURSE #	COURSE NAME
1 st Alternate	_____	_____
2 nd Alternate	_____	_____
3 rd Alternate	_____	_____
4 th Alternate	_____	_____

My preference for a study hall is: (place an X on the line by your preference)

_____ I NEED a study hall in my schedule.

If only needed/preferred one semester, please circle your preference: 1st semester 2nd semester

_____ If I have room in my schedule, I would like a study hall.

_____ I do NOT want a study hall in my schedule.

SCHEDULE CHANGE CRITERIA

Due to commitments for staff assignments, balancing of class sizes, ordering of books, workbooks and supplies, schedule change requests after May 29th must meet one of the following criteria:

1. Mechanical error (example: course number mistyped from the course request sheet);
2. Course needed to meet graduation requirements;
3. Rescheduling of a course failure or not meeting a pre-requisite;
4. Necessity of student's physical health (doctor's recommendation);
5. Successful completion of a summer school course or summer credit flex course;
6. To select a different elective if, due to a master schedule conflict, the student was unable to get into a requested elective;
7. Addition in lieu of study hall the same period, class size permitting; or
8. Inappropriate academic placement with a teacher's recommendation and counselor and administrator approval.

Procedure for changing a schedule that meets one of the above criteria:

1. The student must consult with the counselor to determine the validity and possibility of the requested change.
2. The student must secure written permission from his/her parent/legal guardian prior to any schedule change.

COURSE WITHDRAWAL

Course withdrawals are not permitted if the student is only taking the required 6 credits. If a student is taking more than the 6 required credits and desires to drop a class to take a study hall (space permitting), the following course withdrawal requirements are in place: If a student withdraws from a yearlong class after the 15th day, it will be recorded as a withdrawal/failing (WF). Withdraw from a yearlong class before the end of the 15th day will be recorded as a withdrawal (W). If a student withdraws from a semester class after the 8th day, it will be recorded as a withdraw/failing (WF). Withdraw from a semester class before the end of the 8th day will be recorded as a withdrawal (W). Parent approval is needed to withdraw from a class.

CCP course withdrawal must meet the deadlines of the college/university. The number of courses/hours must still meet the minimal high school requirements.

I have selected the courses marked above for the upcoming school year. Any changes that I decide to make will need to be made by May 29th. I understand that after that date no changes will be made to my schedule unless it meets the criteria above.

Date _____

Date _____

Student Printed Name _____

Parent Printed Name _____

Student Signature _____

Parent Signature _____