

# **COURSES AND CREDIT**

**Note:** 9<sup>th</sup> and 10<sup>th</sup> grade students have closed campus and may not leave their building from the time of their first class until the end of their last class. Students are encouraged to create a schedule that maximizes their time and does not leave any open periods.

## **Course Selection**

Course selection for the following school year is held at Central, Stevens and Rapid City High School after first semester of the current school year. Students are asked to select the courses they will take during the next school year. Staffing is based on course requests.

Students must give careful consideration to their course planning and should consult with counselors, parents, and / or teachers. Parent/guardian involvement is recommended prior to the student finalizing course registration.

Students will schedule their requested courses in May based upon available space. A student's scheduled time to register for classes will be based upon attendance. The better the student's attendance (including lunch for 9<sup>th</sup> and 10<sup>th</sup> graders), the better the scheduling time, which will allow a student more choices of class periods and teachers.

## **Course Cancellations**

Course offerings not having sufficient enrollment after registration will be discontinued for the next school year.

## **Credit Equivalents**

One (1) unit of high school credit is defined as the amount of credit earned in a year-long class. One-half (.5) unit of high school credit is the amount of credit earned in a semester class.

For DUAL CREDIT, three (3) or four (4) semester hours of college/postsecondary credit earned is equal to one-half (.5) high school credit.

Unless otherwise specified, courses may be taken only once for credit.

## **Student Classification**

Students are classified according to number of credits earned, not number of years in high school.

<u>Classification</u>	<u>Credits Earned</u>
Sophomore	5 credits
Junior	11 credits
Senior	16 credits

## **Course Load**

All students in grades 9, 10, and 11 are required to enroll in a minimum of six (6) courses per semester. Students in grade 12 must enroll in courses needed to graduate and additional electives are recommended for college and career readiness.

### **Changing Students' Schedules**

Student schedules will be changed only to balance class sizes, to allow students to repeat a failed course, and/or to allow students to meet graduation/college/scholarship requirements. Special circumstances will be handled at the discretion of the building principals.

### **Adding a Class**

At Central, courses may be added on a space available basis during the first three (3) class meet times of a new semester.

At Stevens and Rapid City High School, courses may be added on a space available basis during the first five (5) class meet times of a new semester.

Students are responsible for making up any school work missed by the late addition of a class to their schedule.

### **Dropping a Class after Registration**

Since staffing is based on students' course selections, dropping a class after registration will only be done to accommodate extenuating circumstances. Students who are dropped administratively from a course will receive a Withdraw Fail (WF), which is recorded on transcripts for the entire course (**semester or year**), and it will figure into their GPA as a zero. Students who elect to not attend a course and are subsequently dropped will not receive credit and will receive a F, which will figure into their GPA.

### **Course Retake Policy**

Students are allowed to take a course over. Both grades will remain on the transcript. However, only the better grade will be calculated into the cumulative Grade Point Average (GPA).

**Course Retake grade entry is the responsibility of the student. The process is not done automatically.**

Students wishing to replace a failed or unsatisfactory grade that is figured into the GPA must retake the same course. Upon successful completion of the repeated course, students must submit a Grade Replacement Form (found in the Student Services Office) to the records secretary. The records secretary will then adjust the weight of the failed or unsatisfactory grade so that it will not be reflected in the computation of the cumulative GPA.