



## **Wasatch High School Course Scheduling Policy 2021-22**

Students enrolled in courses at Wasatch High School must adhere to the posted schedule change dates each semester. Planning and guidance occur throughout the school year with the student's school counselor, during PCCR's or beyond. The student requests in PCCRs are used to create the master schedule for the upcoming school year. *There should be very few schedule changes necessary as students request the courses they wish to take.*

### **When can a student openly add or change his/her schedule?**

- i** Changes are opened to students online to give the advantage of choosing the period, teacher, and/or electives desired. These changes are available online through logging into your student SIS account. (Before the school year begins, and prior to second semester beginning)

Some students will still need to visit face-to-face with a counselor. (Examples listed below). For those changes please reach out to your assigned counselor.

### **Are there exceptions?**

- i** Extenuating circumstances may occur. It is important that the counselor have a thorough discussion with the student and often a parent to determine if a student falls under the extenuating circumstance listed below.

- The student was improperly placed into a course.
- The student has tested into another level course.
- The student is a new student to WHS and still learning the system.
- The student has a medical situation that is causing a disturbance in ability to perform academically or physically.
- The student is missing an academic class or graduation requirement.

### **Schedules will not be changed for the following reasons:**

- Student/parent does not like the teacher
- The teacher is "too hard" or "not hard enough"
- The student is failing the class
- To change the student's lunch
- To have classes with friends

Personality conflicts will not be justification for changing a class. All conflicts need to be resolved in a mature, professional manner. We ask that the student and parent first take the responsibility to meet with the teacher and work through the problem. If a resolution cannot be reached, then the parent or teacher should contact an administrator to meet about the issue. If a class change is granted by the administration, it will be based on space availability and with the least impact to the student's schedule.

Students are assigned their counselor alphabetically by last name:

Mrs. Rhees: A-Ch

Mr. Mangum: Ci-Go

Mrs. Cummings: Gr-La

Mrs. Jensen: Le-O

Mr. Tree: P-Sk

Mrs. Clark: Sl-Z