

# PULLMAN HIGH SCHOOL



**2022-23  
COURSE GUIDE**

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# COURSE SELECTION AND SCHEDULING

## General Information

This course catalog provides information on all courses offered by Pullman High School for the 2022-23 school year. We hope this guide will help answer your questions as you decide which high school courses to request for next year.

Courses in this guide will only be scheduled if there are enough student requests to fill a class. If a class is pulled from the master schedule, students will be assigned an alternate course by the guidance counselor. Students are required to select alternate course choices for each elective. If you do not choose an alternate and cannot get into your first choice class, your guidance counselor will choose courses for you based on graduation requirements and your High School and Beyond Plan.

It is very important that you think carefully about your choices. We hire teachers and staff based on student course requests and we are bound to that commitment. Once course schedules are established and the master schedule is created, students may not change or drop a class without the approval of a guidance counselor and it may also require the approval of an administrator.

Course requests are submitted every spring. *See Appendix C for more information.*

## Full Schedule Requirement

All PHS students must take a minimum of six credit-producing classes per semester. Running Start students or students with extenuating circumstances may be granted an exception to this policy by the principal when it is determined that an exception is in the student's best interests.

## Schedule Changes

Students are expected to request classes that fit their High School and Beyond Plan. If a change becomes necessary, **students must email a request to their guidance counselor** which includes the reasons for the requested schedule change. Any schedule changes will be considered only under exceptional circumstances. If a scheduling mistake was made by school personnel, appropriate corrections will be made.

## Deadlines/Grading for Schedule Changes

Changes to scheduled classes may be requested during the first seven school days of each semester. Deadlines for schedule change requests for the 2022-23 school year:

**Semester 1** - Friday, September 9, 2022

**Semester 2** - Tuesday, February 7, 2023

Students are expected to complete (catch up) on all assignments for classes they join late. Classes dropped before the end of the fourth week of each semester will be graded out with a W. Classes dropped after the fourth week of each semester will be graded out with an F.

## Approval or Denial for Schedule Changes

Schedule changes may only be made during the add/drop period for each semester. The request cannot be based on personal preference (want a different teacher, want a different lunch, want to switch to be with friends, etc.) If the request does not fit the following criteria a schedule change will not be granted.

- Space availability in class requested.
- Compatibility with graduation requirements and the student's High School and Beyond Plan.
- The student has not met the prerequisites of a currently scheduled course.
- Technical errors in the student's schedule, such as, placed in a course that was not requested.

## **Grade Level Placement**

Students will be placed at grade level according to confirmed age. Students may be placed above or below age established grade level if official school records from an accredited organization documents that request.

## **Course Placement**

Students will be placed in courses based on grade level or course progression established by accredited school records.

Students requesting a course that is above their grade level or current content sequence must present documentation of meeting pre-requisites for the requested course. Official grade reports from accredited educational organizations that demonstrate mastery and/or readiness will satisfy the pre-requisite requirements for courses that are eligible to lower classmen.

Some courses are not available to lower grade level students even if pre-requisites are met.

Outside accredited coursework that is used by current PHS students for pre-requisites must be approved before starting the course. Pre-requisite courses must be completed by mid-August to accommodate scheduling and updating records.

Students without accredited documentation may request to take a course mastery test with the PHS department they are requesting to join for advanced coursework. This test must be requested by the student and taken prior to June 1 for placement in the fall semester. The exam must be proctored by the teacher at school. The teacher will provide tools required for the test (such as calculators) and pertinent resources or instructions (such as no phones). Teachers will also communicate prior to the exam what level of mastery must be demonstrated to be eligible for placement in the next sequential course being requested.

Teachers will notify the student and guidance counselor of the results of the test prior to the end of the school year so proper course placement for the fall can be established.

Passing a mastery test does not guarantee credit for the course, will not be transcribed on to the student's transcript and will not be calculated into GPA.

# GRADUATION REQUIREMENTS

Each student enters the high school experience with a unique set of needs, interests, skills and abilities. These differences mean graduation from Pullman High School will not represent exactly the same thing for every student. The Pullman School District takes seriously the responsibility to assure a degree of consistency with respect to the learning represented by a high school diploma. This responsibility leads the Board of Directors of the Pullman School District to establish standards for high school graduation, which represent reasonable expectations for all to whom they are applied. The high school graduation requirements established by the Pullman School District are consistent with the view that high school graduation represents the natural culmination of a K-12 learning experience for the individual student. The graduation requirements in effect when a student first enrolls in high school will remain in effect until that student graduates. The course guides for all current classes are posted on the Pullman High School website for reference to guide families regarding high school graduation. The high school principal is responsible for evaluating the educational experiences of individual students and recommending graduation to the superintendent when requirements have been met.

## Washington State Graduation Credit Requirements

Courses and Credits		Additional Information
English	4.0	
Mathematics	3.0	Algebra I, Geometry 3 <sup>rd</sup> math credit*
Science	3.0	At least two lab sciences 3 <sup>rd</sup> credit of science*
Social Studies	3.0	1.0 US History .5 Civics
Career & Technical Ed (CTE)	1.0	
Physical Education	1.5	
Health/Wellness	0.5	
Career Choices	0.5	In addition to 1.0 CTE credit
Fine Arts <b>OR</b> PPR	2.0	Visual or Performing Arts 1.0 may be a Personalized Pathway**
World Language <b>OR</b> PPR	2.0	2 years- World Language (same language) Both credits may be a Personalized Pathway**
Electives	3.5	
<b>Total Credits</b>	<b>24.0</b>	

\*The 3<sup>rd</sup> credit of science and the 3<sup>rd</sup> credit of math are chosen by the student based on the student's interest and High School and Beyond Plan and approved by the parent or guardian, or if the parent or guardian is unavailable or does not indicate a preference, the guidance counselor or principal may choose these credits. ([WAC 180-51-068](#)).

\*\*Personalized Pathway Requirement (PPR) are related courses that lead to a specific post high school career or educational outcome chosen by the student based on the student's interests and High School and Beyond Plan, that may include Career and Technical Education and are intended to provide a focus for the student's learning.

## Washington State Graduation Non-Credit Requirements

1. Complete an approved **Washington State History** curriculum (usually in middle school).
2. Develop a **High School and Beyond Plan**. (can be accessed through Family or Student Access)  
A student's plan starts in middle school and is revised while moving through high school. It is a tool that supports students in exploring their interests, planning high school coursework that is aligned to those interests, keeping track of major assessment scores, logging work, school activities, community service and other relevant experience. The Plan is designed to be flexible as students' goals and interests change over time, as well as enable students to successfully pursue education or training after they graduate high school. *See Appendix B for more information.*
3. Complete a **Graduation Pathway**  
This is not the same as the Personalized Pathway Requirement (PPR) previously listed in the credit requirement section.

<b>GRADUATION PATHWAY OPTIONS</b> Must meet <u>ONE</u> option below in English <u>AND</u> Math 1-4 Options 5-6 meet both English and Math		
	ENGLISH	MATH
<b>1</b>	<b>ELA SBA Score (2548)</b>	<b>Math SBA Score (2595)</b>
<b>2</b>	<b>College Admission Exam</b> ELA SAT (410) / ACT (14)	<b>College Admission Exam</b> Math SAT (430) / ACT (16)
<b>3</b>	<b>Advanced Placement Course Or Exam</b> (C+ or higher <i>or</i> 3 or higher on test)	<b>Advanced Placement Course Or Exam</b> (C+ or higher <i>or</i> 3 or higher on test)
<b>4</b>	<b>Dual Credit—Running Start Class</b> (earn college credit in English 100 level or higher)	<b>Dual Credit—Running Start Class</b> (earn college credit in Math 100 level or higher)
<b>5</b>	<b>Armed Services Vocational Aptitude Battery Test (ASVAB)</b> (exam meets English and Math) ASVAB (AFQT) score of 31	
<b>6</b>	<b>Career &amp; Technical Education (CTE) Course Sequence</b> Earn 2.0 credits in the same CTE Program Area <i>See your guidance counselor for which classes qualify</i>	

# OTHER PHS GRADUATION INFORMATION

## Class Rank

A numerical rank in class will be determined by using the grade point average of each student using the standard grading system listed below. PHS recognizes the plus and minus system, however there are no A+ or D- in the grading system.

A	4.0	B+	3.3	B-	2.7	C	2.0	D+	1.3	F	0.0
A-	3.7	B	3.0	C+	2.3	C-	1.7	D	1.0		

Some students will be excluded from being ranked. Unranked students will not be eligible for honors designations, academic awards or scholarships that use ranking as a criterion. Students who are not included in the rank are as follows:

- Exchange students will not be ranked.
- Students with unaccredited coursework will not be ranked. Unaccredited coursework may be determined eligible to meet graduation requirements. Eligible unaccredited coursework will receive a P on the PHS transcript.
- Students with six or more P's on their transcript will not be ranked. This applies to all students.

## Grade Point Average

A grade point average (GPA) will be computed for each student who completes any course taken for letter grades. Each course is based on a four-point scale. Pullman High School uses an unweighted GPA. The thousandths place decimal is used for these computations. PHS's GPA will not be rounded. Detailed grading information can be found under Grading Regulations in this document.

## Graduating with Honors

Students who have met the following criteria will be considered honors graduates from Pullman High School. These students will receive an honor cord at the graduation ceremony:

- A student must be included in the class rank and
- Have a cumulative GPA of 3.500 or higher at the end of seventh semester and
- No more than two (2) credits of Pass/Fail courses during their last two years and
- A student must be enrolled in a least six (6) graded classes per semester for high school credit.

## Valedictorian and Salutatorian

Ranked Seniors who attain a cumulative 4.000 GPA at the end of their seventh semester of high school will be considered a Pullman High School Valedictorian. Pullman High School will honor as many students with this status as have met the requirement. The next ranked GPA will be recognized as Salutatorian and may also be shared by multiple students if they have a matching GPA to the thousandths decimal place.

## The Seal of Biliteracy

The Washington State Seal of Biliteracy recognizes public high school graduates who have attained a high level of proficiency in speaking, reading and writing in one or more world languages in addition to English. Graduating students can earn this distinction by meeting all English Language Arts graduation requirements and earn the equivalent of 4 years of high school level credit in a second World Language. This can be done by earning four credits in a world language; demonstrating mastery through proficiency testing; or earning a score of three or higher on an AP World Language exam. The Seal of Biliteracy is acknowledged on the student's final transcript.

## **FEE WAIVERS**

If your family qualifies for free or reduced-price meals, the district can facilitate fee waivers for school programs. Fee waivers can be applied to optional non-credit based activity fees, ASB card fees, sports/athletics fees, field trip fees, summer school fees, testing fees (ACT, SAT, etc..), course fees, and/or lab fees for students that are eligible for free or reduced-price meals. Schools may disclose children's free and reduced-price eligibility information to programs, activities, and individuals that are specifically authorized access under the National School Lunch Act (NSLA).

We encourage all families to complete the Consent to Share Child Nutrition Program Eligibility Form through Skyward Family Access for all students in each family as part of the annual registration for returning students or as part of the new student enrollment process, whichever is applicable. This is an optional form and submitting/not submitting this form will not affect your child's eligibility for free or reduced-price meals. After the completed Consent to Share Eligibility Form has been received, the fee waivers will be automatically applied, where applicable. If you need a paper copy of the Consent to Share Eligibility Form, please contact the main office.

## **CREDIT INFORMATION**

### **High School Credit from Middle School**

Many students have the opportunity to take high school courses in 7th or 8th grade to receive high school credit. Prior to the 2019-20 school year students who took courses where high school credit was given must have their parents request these credits be added to their transcript.

Starting with the 2019-20 school year students who earn high school credit (pass the course) before attending high school must have that credit automatically transcribed onto their high school transcript. The new policy prevents transcribing courses that students fail.

Students and their parent/guardian have until the end of the 11th grade to opt out of having credit earned before high school transcribed on the student's high school transcript. Students and their parent/guardian may also request that the credit earned before high school be transcribed with a nonnumeric grade of "pass". Nonnumeric grades are not included in the student's high school grade point average, but the course still applies to fulfilling high school graduation requirements. Students and their family have until the end of the 11th grade to request a nonnumeric grade for credit earned before attending high school.

Students and their parent/guardian can request this change in writing through their guidance counselor.

### **Career and Technical Education (CTE) Dual Credit**

Some CTE courses may be available for students to earn both high school and college credits. These options are noted in the specific course descriptions. The requirements for earning dual credit will be provided in writing by the instructor at the beginning of the course. Students must meet all requirements to obtain dual credit. An example of some requirements would be registering with the sponsoring institution, student tuition, fees and/or grade requirements. It is also important to know that dual-credit courses may be limited when transferring outside of Washington state. Please check with your intended college or university before you plan on these credits being transferred to your college transcript.

### **Career and Technical Education (CTE) 2 for 1 Credit**

Some CTE courses may qualify to meet other graduation requirements if the district or state has approved equivalencies in non-CTE coursework. Additional graduation requirements may be met by completing these courses but will not count for credit in more than one subject area. The student earns one credit while meeting two graduation requirements. The total number of credits required for graduation remains unchanged. The student will need to earn an additional elective credit.

## **College in High School Program**

In addition to the CTE dual credit or 2 for 1 options some non-CTE courses are available for dual credit through the College in the High School program. These options are noted in the specific course descriptions. The requirements for earning both high school and college credit will be provided in writing by the instructor at the beginning of the course. Students must meet all requirements to obtain dual credit. An example of some requirements would be registering with the sponsoring institution and paying student tuition and/or fees. Students taking any of these courses for just high school credit will not be required to pay any college level tuition or fees. Enrolling in any College in the High School program for both high school and college credit automatically starts an official college transcript regardless of a student's performance in the course. It is also important to know that dual-credit courses may be limited when transferring credit and may only count as elective credit at any higher education institution. Please check with your intended college or university before you plan on these credits being transferred to your college transcript. *See Appendix D for more information.*

## **Advanced Placement Courses and Exams**

The Advanced Placement (AP) Program, sponsored by College Board and administered by the Educational Testing Service (ETS) offers high school students the opportunity to participate in challenging college-level course work and may receive credit and/or advanced placement in college. This course guide identifies the AP courses offered here at PHS. Advanced Placement Exams are offered annually at PHS in May. Students enrolled in AP courses are expected to take those specific subject exams in May. There are fees for each subject test a student registers to take. Students can also register and pay for any AP exams regardless of having taken the AP course.

## **Credit Recovery**

For students who are credit deficient, options may be available for adding on-line coursework to a class period under the supervision of a certificated instructor. Credit recovery is available in English, Social Studies and Science. Transcript grades for retrieved credit will be as follows:

- Repeated coursework will receive a "P" grade on transcript
- The previously failed course remains on transcript and retains the grade of "F"
- The credit earned for the "F" grade will be zeroed out when the "P" grade is posted. This will take the failed grade out of the GPA calculations

## **Credit for Competency/Proficiency**

In certain circumstances students may earn credit in core subjects toward graduation through options that demonstrate they are competent in subject areas based on proficiency testing. Some examples are English and Math State Assessments, SAT or ACT Tests, ASVAB test, World Language Proficiency Testing and Advanced Placement Exams. All credit earned will be posted with a "P" on the student's transcript. This credit is not an option for elective credits. If this credit is used to recover credit for failed courses, the original course will remain on the transcript along with the F grade, but the GPA credit will be zeroed out. If you think you may benefit from any of these options, please meet with your guidance counselor.

## **Summer School**

Limited online courses are available during the summer session for students who need to recover credit to meet graduation requirements. These courses are overseen by certified teachers. Summer School usually runs five weeks with students required to attend sessions onsite at Pullman High School. Information packets for Summer School will be available in May. Guidance counselors will assist students with course selection to assure summer classes will meet graduation requirements.

## Flexible Education

The Flexible Education (FlexEd) program is available to Pullman High School students who may benefit from independent online learning outside of their scheduled school day. Since Pullman School District does not have a full curriculum available in the online format this program is considered supplemental. As a result, students cannot fulfill all of their graduation requirements through this program. All interested students must go through an approval process to qualify for the FlexEd program. The FlexEd Program is governed by rules adopted by the State of Washington for Alternative Learning Experiences (ALE). This program is still subject to Washington State attendance policies which are met through a contract. This approval process is initiated by meeting with the student's guidance counselor and approval will be based on the following considerations:

- Extenuating life circumstances
- Credit recovery for graduation requirements
- Issues related to student's social, emotional, or behavior needs that warrant further consideration of an alternative learning experience
- Extraordinary scheduling needs
- "At risk" for dropping out of high school

## Running Start Programs

Running Start is a college credit program that enables a high school junior or senior to earn credit simultaneously for high school graduation and a college degree. Running Start in Pullman is available from Spokane Falls Community College (SFCC) and Washington State University (WSU) during the regular school year. Running Start is not available during the summer sessions. It is also important to know that dual-credit courses may not transfer to all schools outside of Washington state.

Requirements for students who participate in Running Start programs include:

- Junior or Senior status. Students participation in this program is limited to two years.
- Application to the program during the college enrollment period.
- Courses that are approved by the high school guidance counselor (meets graduation plan/at least 100 level)
- Be responsible for transportation, fees and text books.
- Confirming courses will transfer to their intended school after graduation.

Running Start students will not be allowed to schedule and take a PHS class that is in conflict with the time schedule for a Running Start class. The PHS staff will be flexible if the PHS schedule is changed for an assembly, testing, school delays, etc. However, students will not be allowed to routinely arrive late or leave early to a PHS class because of any Running Start class.

Students should meet with their guidance counselor to confirm details of participating in either Running Start Program. *See Appendix E for more information.*

Grades are issued by SFCC and WSU at the end of each term. All grades will be posted exactly as they are issued from the college. Pullman High School will not change any letter grade to a Pass/Fail, or leave a failed course off of the PHS transcript, or convert an issued Passing grade to a letter grade. PHS will translate college courses to earn high school credit as follows:

WSU Semester Schedule	SFCC Quarter Schedule
1.0 credit = 3,4,5 hour courses	1.0 credit = 4-5 quarter credits
0.5 credit = 2 hour courses	0.5 credit = 2-3 quarter credits
0.25 credit = 1 hour courses	0.25 credit = 1 quarter credit



## Off Campus Learning Credit

Occasionally, Pullman School District students may take courses outside of their scheduled coursework and receive credit on their high school transcripts. Before students enroll in any outside course for which they expect credit, a pre-approval form with a detailed explanation of the proposed coursework must be submitted for guidance counselor and administrative approval. These forms are available from your guidance counselor. Once the coursework is approved, students must still maintain a full schedule.

Since these are not Pullman School District courses:

- Students will not be scheduled into free periods or study halls during the school day to work on outside credit.
- Pullman School District is not responsible for any fees or tuition related to this coursework.
- The district will not provide any teacher or tutors for this coursework.
- The district will not provide any technology support for the coursework (computers, software, cameras, internet services, etc).
- Student must take responsibility to submit an official transcript documenting the completion of the course and earned credit to their guidance counselor.
- This policy is limited to 3 credits total that can be transferred to a PHS Transcript per student.
- Credits will not be transferred simply to enhance GPA and must be applied to graduation requirements.
- All grades will be posted exactly as they are issued from the accredited curriculum provider. Pullman High School will not change any letter grade to a Pass/Fail, or convert an issued Passing grade to a letter grade. All courses posted to the student transcript will remain on the transcript.
- For pre-approved coursework that is *not* accredited only P/F grades will be issued.
- Students may elect to take courses for outside credit that are not transferred to their Pullman High School transcript and separately submit that coursework directly to colleges or universities.

## Waiver of High School Requirements

Pullman High School may grant a waiver of a maximum of **two elective credits** required for graduation. In order to graduate, students granted a waiver must earn seventeen required subject credits (four English, three Math, three Science, three Social Studies, two Health and Fitness, one Arts, one CTE). The procedure for processing requests for waiver of high school graduation requirements shall be as follows:

- A petition for Waiver of Graduation Requirement form must be submitted to the high school principal at least 30 days in advance of the anticipated graduation date.
- The high school principal, along with the counseling team will review the Petition of Waiver of Graduation Request.
- The high school principal shall approve or deny the petition based upon appropriate data.
- In the event a petition is denied, the parent or eligible student shall be notified that an appeal may be made in writing to the superintendent within twenty days of the decision.
- All requests will be placed in the student's cumulative permanent records.

# NON-PHS HIGH SCHOOL COMPLETION OPTIONS

## High School + Program

Spokane Falls Community College offers a local high school completion program which fulfills the required and elective courses needed to earn a state-certified high school diploma. Most instruction is individualized; courses are available online. Prior high school credits, military work and life experiences are recognized. Students must be at least 18 years of age and beyond the graduation date of their class co-hort. Students can see their guidance counselor if they are interested in this program.

## Open Doors Youth Reengagement Program

Students may request a release from the high school to test for certificate of educational competence (GED). Students must be over 16 years old at the start of the school year and significantly behind in credits towards graduation. Students may inquire with their guidance counselor or principal whether this program may be a good educational path for their situation. If it's determined that the student has a substantial and warranted reason, the student will be recommended to the Open Doors Program available to our district.

## General Education Diploma

Students may request a release from the high school to test for certificate of educational competence (GED) from the high school principal or his/her designee. The principal assigns the application process to a designated employee who will determine whether the applicant has a substantial and warranted reason. Any applicant aggrieved by a proposed decision may, within twenty days of the date of notification, appeal the proposed decision to the Board of Directors.

You are eligible to take the GED tests in the state of Washington if you meet one of the following criteria:

- You are between 16 and 18 years of age, have not graduated from high school, are not enrolled in high school and have been judged to have a warranted reason for leaving your regular high school program by the state.
- You are 19-years old or older, have not graduated from high school and are not enrolled in high school.
- You are between 16 and 18 years of age and have completed a home-based educational program.
- You are an active member of the military.
- You are a youth in a correctional facility.

Additionally, you must be a resident of the state of Washington at the time of testing. Accommodations may be made for you if you have a diagnosed disability.

Registration is completed online at [www.GED.com](http://www.GED.com). Washington charges a fee for each of the four subject area tests, which is due upon registering. Individuals need a government-issued ID, like a Washington state driver's license, to prove identity and residency. Testing schedules vary from center to center.

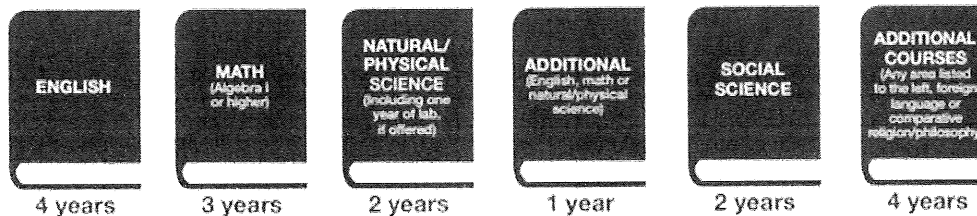
Retakes are an option for those who do not successfully complete a test module. A tester may retake a subject up to three times without any waiting, but if a subject is to be retaken a fourth time, the state of Washington imposes a 60-day waiting period before another test attempt is made and for any number of attempts beyond it. Within eligibility requirements, test retakes are offered at a discounted rate.

## NCAA Initial Eligibility (COVID update Appendix F)

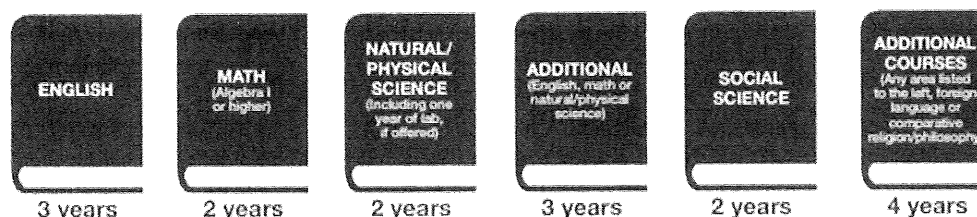
Along with course selection, test scores and grade-point average are parts of the eligibility criteria. Courses taken in the eighth grade can satisfy core-course requirements. For a list of the PHS approved courses and to register with the NCAA Clearing House, visit [www.eligibilitycenter.org](http://www.eligibilitycenter.org) (PHS CEEB number is 480-935). **Check with your high school guidance counselor to verify courses that are NCAA approved.**

Division I Academic Requirements	Division II Academic Requirements
<b>Full Qualifier</b>	<b>Full Qualifier</b>
<ul style="list-style-type: none"> <li>Complete 16 core courses.</li> <li>Ten of 16 courses must be completed before the seventh semester (senior year) of high school.</li> <li>Seven of the 10 core courses must be in English, math or natural/physical science.</li> <li>Earn a core-course GPA of at least 2.300.</li> <li>Earn the ACT/SAT score matching your core-course GPA on the Division I sliding scale.</li> <li>Graduate from high school.</li> </ul>	<ul style="list-style-type: none"> <li>Complete 16 core courses.</li> <li>Earn a core-course GPA of at least 2.200.</li> <li>Earn the ACT/SAT score matching your core-course GPA on the Division II sliding scale.</li> <li>Graduate from high school.</li> </ul>
<b>Academic Redshirt</b>	<b>Partial Qualifier</b>
<ul style="list-style-type: none"> <li>Complete 16 core courses.</li> <li>Earn a core-course GPA of at least 2.000.</li> <li>Earn the ACT/SAT score matching your core-course GPA on the Division I sliding scale.</li> <li>Graduate from high school.</li> </ul>	<ul style="list-style-type: none"> <li>Complete 16 core courses.</li> <li>Earn a core-course GPA of at least 2.000.</li> <li>Earn the ACT/SAT score matching your core-course GPA on the Division I sliding scale.</li> <li>Graduate from high school.</li> </ul>

**Division I** College-Bound student-athletes must graduate from high school and meet all of the following requirements to be eligible to practice, compete and receive an athletics scholarship in your first full-time year.



**Division II** College-Bound student-athletes must graduate from high school and meet all of the following requirements to be eligible to practice, compete and receive an athletics scholarship in your first full-time year.



## HIGH SCHOOL TIMELINE

### GRADE 9

#### Plan

- Start planning now! Take the right courses and earn the best grades you can.
- Ask your counselor for a list of your high school's NCAA core courses to make sure you take the right classes. Or, find your high school's list of NCAA core courses at [eligibilitycenter.org/counselist](http://eligibilitycenter.org/counselist).

### GRADE 10

#### Register

- Register for a Certification Account or Profile Page with the NCAA Eligibility Center at [eligibilitycenter.org](http://eligibilitycenter.org).
- If you fall behind on courses, don't take shortcuts to catch up. Ask your counselor for help with finding approved courses or programs you can take.

### GRADE 11

#### Study

- Check with your counselor to make sure you are on track to graduate on time.
- Take the ACT or SAT, and make sure we get your scores by using code 9999.
- At the end of the year, ask your counselor to upload your official transcript.

### GRADE 12

#### Graduate

- Take the ACT or SAT again, if necessary, and make sure we get your scores by using code 9999.
- Request your final amateurism certification after April 1.
- After you graduate, ask your counselor to upload your final official transcript with proof of graduation.

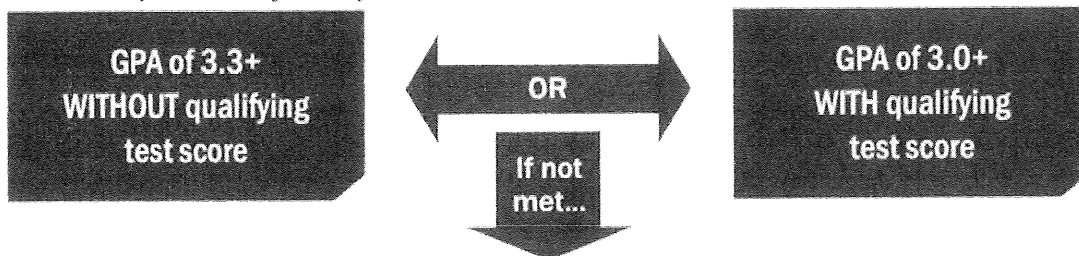
## NAIA- Initial Eligibility

If you will graduate from a U.S. high school this spring and enroll in college this coming fall, the requirements are simple. <https://www.playnaia.org/eligibility-center> An entering freshman must be a graduate of an accredited high school and

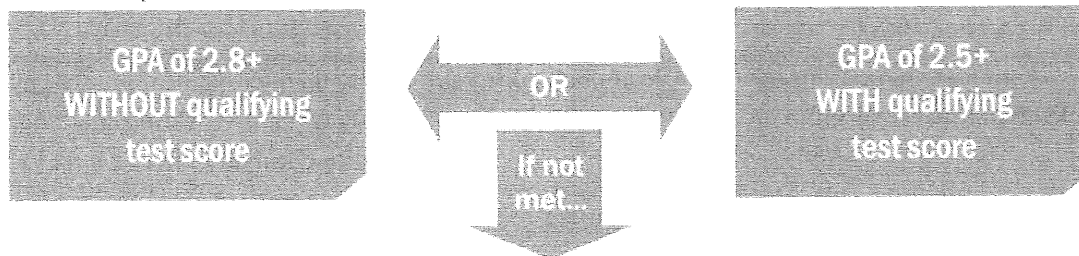
### Meeting Early Decision and Freshman Requirements

Use the chart below to determine what is required to gain eligibility as a high school student.

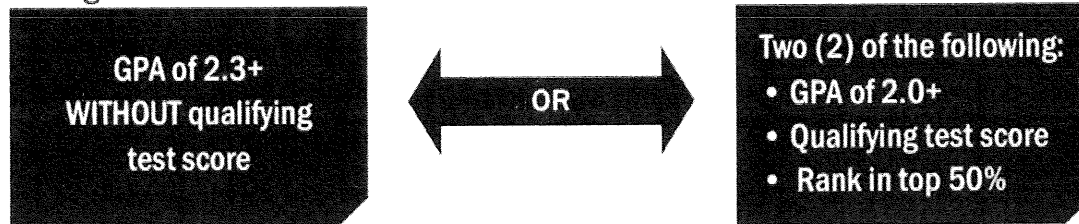
After completion of junior year



After completion of 7th semester



After graduation



Test score requirements:

Date test was taken	ACT	SAT
Before 3/1/2016	18	860
Between 3/1/2016 and 5/1/2019	16	860
After 5/1/2019	18	970

# GRADING REGULATIONS

1. All academic classes result in a **letter grade and credit** based upon the standard grading system listed below. PHS recognizes the plus and minus system, however there are no A+ or D- in the grading system.

A	4.0	B+	3.3	B-	2.7	C	2.0	D+	1.3	F	0.0
A-	3.7	B	3.0	C+	2.3	C-	1.7	D	1.0		

2. **Grades will be posted six times per year.** Progress Reports are posted for Terms 1, 2, 4 and 5. These are measurements of the student's grade at that point in time. Terms 3 and 6 coincide with semesters ending. Semester grades are final and posted to the official high school transcript. Grade reports will be mailed home each of the six terms and posted on Skyward Family/Student Access.
3. A **grade point average (GPA)** will be computed for each student who completes any course taken for letter grades. Each course is based on a four-point scale. Pullman High School uses an unweighted GPA scale. The thousandths place decimal is used for these computations. Pullman High School's GPA will not be rounded.
4. A numerical **rank in class** will be determined by using the grade point average of each student using the standard grading system (listed above). Some students will be excluded from being ranked. Unranked students will not be eligible for honors designations, academic awards or scholarships that use ranking as a criterion. Students who are not included in the rank are as follows:
  - Exchange students will not be ranked.
  - Students with unaccredited coursework will not be ranked. Unaccredited coursework may be determined eligible to meet graduation requirements. Eligible unaccredited coursework will receive a P on the PHS transcript.
  - Students with six or more P's on their transcript will not be ranked. This applies to all students.
5. Students **earning an "F" grade** do not earn credit and will need to repeat/retrieve/replace the class if it is required for graduation. The GPA points earned for an "F" is calculated into the student's GPA.
6. Students who retake the exact same class DOES NOT mean that the lower grade will be removed from the transcript. Both grades will remain on the transcript, but credit and GPA computation will only be given for the higher grade.
7. When an **Incomplete grade** is issued, an "I" will be placed in the semester grade and the student must complete the course work as contracted with the teacher. If the work has not been completed by the deadline assigned, the incomplete grade will be changed to an F. The credit earned for an "I" is not calculated into the GPA.
8. Students who withdraw from a course within the first four weeks of a semester will have a "W" posted to this course on their high school transcript.
9. Pullman High School does not offer courses as Pass/Fail unless pre-approved based on special circumstances or non-academic classes. This exemption requires a consultation with the teacher, guidance counselor, principal and parents/guardians. No limit will be imposed on the number of credits earned under the Pass/Fail option, however, the number of P's on a transcript may impact ranking and awards related to being a ranked student.
10. Teaching and Office Assistants receive Pass/Fail grades and are required to have a 2.5 GPA.
11. All coursework attempted in high school is required to be reflected on the transcript. Failed, withdrawn or incomplete courses cannot be removed from the transcript.
12. Each transcript will include all Washington State Requirements (Sample follows)

A transcript is a paper that summarizes your classes, grades and cumulative GPA. Colleges use your transcript to review your academic career and potential. Employers may use it to get a sense of what kind of employee you will be. The National College Athletic Association uses it to determine recruitment eligibility. Your transcript reports your classes and your grades.

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# **NON-PULLMAN HIGH SCHOOL STUDENTS**

Private or home school students may request ancillary services or partial enrollment to attend classes at Pullman High School. Depending on enrollment numbers and staffing there may be limitations to access certain classes or teachers. Families must complete our enrollment process, ancillary service or course request form and home school intent forms prior to accessing any courses or services. Some of these forms are usually due to Pullman School District in the fall, but to provide adequate staffing and balance to classrooms we process these requests in the spring semester for high school students. Current participating families will usually receive these annual forms to submit during the spring semester. Please contact the Pullman High School registrar or the assigned guidance counselor if you have any questions on required enrollment or the annual forms.

## **ASB Only Participants**

Although private or home school students will be “enrolled” in our database to participate in a club or sport, the district does not include ASB only students in state reporting or claim the student for any funding. These students will still need to pay for any required ASB and/or club fees to participate in desired activities. Private or home school students may only be on the PHS campus during the scheduled time for activities in which they are rostered to participate. Non-PHS students are not permitted to participate in a club or sport that is available to them in their school. A student must meet the district’s prerequisites and program requirements in order to participate in any sport or activity.

## **Running Start Participants**

Enrolling at PHS to participate in local Running Start Programs mandate different reporting based on state required contracts between the district and the colleges. Running Start students will be included in state reporting for this program regardless of private school or home school status. Families can retain private or home school status while being enrolled in these programs. Running Start students should only be on the PHS campus when they have a scheduled meeting with the guidance counselor and must sign in at the main office.

## **Taking Courses at Pullman High School**

Private or home school students taking courses at PHS will be included in state reporting as required for funding for the course periods in which they are enrolled. Credits earned will be posted in the district database as required by law. Placement in these courses will be based on space available. Private or home school students will be obligated to follow all Pullman High School attendance procedures related to the classes they are attending. Private or home school students may only be on the PHS campus for the classes or activities in which they are participating. Private school students are not permitted to enroll in courses that are offered at their school. Grades and credit earned from taking courses at Pullman High School will be added to a Washington State Transcript issued by the Pullman School District. Families can request a copy of that transcript at any time to combine with their academic records.

## **Grade Level Placement**

Students will be placed at grade level according to confirmed age. Students may be placed above or below a confirmed age grade level if official school records from an accredited organization documents that request.

## Course Placement

Non-PHS students will be placed in courses according to the following criteria:

- Private or home school students requesting to attend PHS courses or Running Start courses will be placed at grade level according to confirmed age.
- Home school students transferring in to PHS will be placed at grade level according to confirmed age.
- Students requesting a course that is above their grade level must meet the same pre-requisite criterion that is required for Pullman High School students. Some courses are not available to lower grade level students even if pre-requisites are met.
- Non-PHS students will be placed in requested grade level courses based on space available in those courses and the staffing ratio required.
- Official grade reports from accredited educational organizations that demonstrate mastery/readiness will meet pre-requisite requirements for eligible courses if submitted by mid-August to accommodate scheduling. However, these grades will not be transferred to a Pullman School District transcript.
- Students without accredited documentation who want to join a course above their grade level may request a course mastery test with the PHS department they are requesting to join. This test must be requested and taken by the student prior to June 1 for placement in the fall semester. The exam must be proctored by the teacher at school. The teacher will provide tools required for the test (such as calculators) and pertinent resources or instructions (such as no phones). Teachers will also communicate prior to the exam what level of mastery must be demonstrated to be eligible for placement in the next sequential course being requested. Teachers will notify the student and guidance counselor of the results of the test prior to the end of the school year so proper course placement for the fall can be established. Such tests do not provide credit for the course and will not be calculated into GPA, or placed on the Pullman School District transcript.

## Earning a Washington State High School Diploma

Private and home school students accessing courses or ancillary services are not considered Pullman School District students who are working towards a Pullman High School diploma nor will they participate in the Pullman High School's graduation ceremony or related commencement activities. The school or family of non-PHS students are responsible to document all of their student's coursework and maintain academic records that verify eligibility for the diploma they are working towards.

## Earning a Pullman High School Diploma

If a non-PHS student wants to transfer into Pullman High School for the purpose of earning a diploma, the guidance counselor and administrators will assess transfer coursework submitted from private school or home school families to determine what credit can be applied to eligibility towards graduation. The Pullman School District will decide if credit will or will not be granted based on grading regulations and the following criteria:

- Home school transcripts with all high school coursework must be submitted to PHS by June 1 of student's junior year to be evaluated for graduation eligibility.
- Transfer into Pullman High School must be complete (transfer form, transcripts evaluated, pre-requisite coursework established, updated enrollment) by mid-August of the student's senior year.
- Must be enrolled full-time (six classes) for both semesters once becoming a PHS student and earn a passing grade for all courses.
- The student will no longer retain the home school status.
- Students must meet all graduation requirements both credit and non-credit.
- Accredited coursework will be posted as per issuing institution. Both grade and credit will match the official grade report.
- Unaccredited coursework will be assessed towards eligibility to satisfy graduation requirements. If approved, only P's will be awarded for grades.
- Students with unaccredited coursework will not be included in the PHS rank list or be eligible for honors designations or academic awards that use ranking as a criterion.



# CAREER AND TECHNICAL EDUCATION

Career and Technical Education (CTE) programs specialize in the skilled trades, applied sciences, modern technologies and career preparation. Students in CTE courses acquire challenging academic, technical and employability skills to succeed in postsecondary education and high demand careers. All CTE programs include the state requirements for relevant industry, leadership and employability standards.

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## AGRISCIENCE

### **SC 25 BIOLOGY IN AGRICULTURE**

**Equivalent to Biology SC 22**

**Offered: Full Year  
CTE or Lab Science credit**

This course integrates biological science practices as it relates to agriculture. This class utilizes the same standards and content as Biology class, just with hands on experience of life science based on real world experiences of agriculture. This biology course is separated into four roughly equal units: cells, genetics, evolution and ecology. As we learn together, you'll gain a deeper appreciation for the living world around you. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization

### **SC 15 PHYSICAL SCIENCE IN AGRICULTURE**

**Equivalent to Physical Science SC11**

**Offered: Full Year  
CTE or Lab Science credit**

**Prerequisite: Biology or Biology AG or equivalent**

This class utilizes the same standards and content as the Physical Science class, just with hands on experience of life science based on real world experiences of agriculture. Using agriculture as the learning vehicle, this course emphasizes the principles, standards, central concepts and interrelationships in the physical science education. Some of the different activities students will be doing for this class are: wind turbines to learn about energy, work, power and wiring to making hand warmers. Course standards are aligned with Washington State Academic Learning Standards and the class still prepares you for later science classes both in High School and after. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization.

### **SC 35 PLANT SCIENCE I**

*(Fee Required)*

**Offered: Full Year  
CTE or Lab Science credit**

**Prerequisite: Junior/Senior**

*College credit may be available*

This class provides students with a practical understanding of plant morphology, anatomy and growth of plant crops. Students will develop the knowledge needed to understand plants, their processes and greenhouse management through the use of inquiry and application. Students will apply the knowledge and skills learned in the classroom in our greenhouse. Standards are aligned with Washington State Academic Learning Standards. Students will have the opportunity to earn college credit through Walla Walla Community College through this class. To receive college credit, students must earn an A or B in this course along with completion of a portfolio. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization. To receive college credit, students must earn an A or B in this course. Credit is only available for either Plant Science I or II, not both. Instructor will provide registration information for college enrollment.

**SC 38 ANIMAL SCIENCE****Offered: Full Year****Prerequisite: Junior/Senior OR Two Science Credits***College credit may be available***CTE or Lab Science credit**

Students will be exposed to the world of animal science through class discussion, inquiry based labs, indoor/outdoor activities and field trips. Students will utilize science knowledge and skills to develop solutions to real world problems. Subjects emphasized are biological systems and animal management systems with a strong emphasis on veterinary sciences. Medical terminology, discussion of animal issues and & problem solving will also be heavily emphasized. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization. To receive college credit, students must earn an A or B in this course. Instructor will provide registration information for college enrollment.

**SC 45 PLANT SCIENCE II***(Fee Required)***Offered: Full Year****Prerequisite: Plant Science I***College credit may be available***CTE or Lab Science credit**

This course is designed to provide students with an advanced practical experience in the horticultural industry. Classroom work will be combined with projects in the greenhouse along with floral design. Golf and turf grass management, as well as, landscaping will also be introduced. Plant identification and propagation will continue to be an emphasis in this class. Students will also learn about marketing, selling, pricing and communication skills in the horticulture settings. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization. To receive college credit, students must earn an A or B in this course. Credit is only available for either Plant Science I or II, not both. Instructor will provide registration information for college enrollment.

**AG 37 AGRICULTURAL COMMUNICATIONS****Offered: Full Year****Prerequisite: Junior/Senior**

Are you interested in learning about how to prepare yourself for a career? Want to develop successful communication skills that will give you an edge over the average high school student? The main topics covered in this project based course are: job interview skills and materials development, sales strategies and processes, presentation and recognition of current issues and journalistic communications through various media (newspaper, radio & broadcasting, etc). Course standards are aligned with state and national guidelines.

**SC 47 VETERINARY SCIENCE****Offered: Full Year****Prerequisite: Junior/Senior & Two Science Credits- Must include a Biology***College credit may be available***CTE or Lab Science credit**

This laboratory science course will focus on animal health, animal pathology and animal production. Topics include animal anatomy and systems dissections, medical terminology, animal behavior, handling techniques, advanced nutrition, disease pathology and disease control, safety and sanitation in the animal laboratory and animal reproductive anatomy and breeding programs. Students will be responsible for the demonstration of skills and competencies through labs, scientific research and assessment of classroom projects. Students must be able to work in a team/group environment and be able to stay focused and self-directed. Upon successful completion of the program, optional testing is available for students to become a Certified Veterinary Assistant Level 1. To receive college credit, students must earn an A or B in this course. Instructor will provide registration information for college enrollment.

## **HEALTH SCIENCES**

### **HS 35**

### **SPORTS MEDICINE I**

*(Fee Required)*

**Offered: Full Year**

**Prerequisite:** Sophomore/Junior/Senior

This course is designed for students interested in the healthcare fields such as athletic training, physical therapy, medicine, fitness, kinesiology and other health-related fields. It will provide students with a basic knowledge of the science and skills of sports medicine and athletic training. Through classroom and laboratory activities, this course will cover the basic medical skills needed for the prevention, care, treatment and rehabilitation of athletic injuries. This course covers the following units: introduction to sports medicine, CPR/AED & First Aid certification, skeletal system, muscular system, nervous system, recognition and management of sports injuries, cardiovascular system, respiratory system, head/neck/spine injuries, along with essential science and medical vocabulary words.

### **HS 45**

### **SPORTS MEDICINE II**

*(Fee Required)*

**Offered: Full Year**

**Prerequisite:** Sports Medicine I and instructor approval

This course will include a review of the material from Sports Medicine I as well as new, more in-depth knowledge and skills. There will be an emphasis on practical, hands-on skills of injury evaluation, sport taping/wrapping, injury treatment and rehabilitation. Sports Medicine II is recommended for those students interested in careers in health care and medicine. An outside internship is recommended.

## **MEDIA PRODUCTION/BROADCASTING**

### **TI 10 MULTI-MEDIA PRODUCTION**

**Offered: Full Year**  
**CTE or Fine Arts credit**

This project-based, hands-on course covers a myriad of graphics-related topics, including: digital imaging, graphic design principles, image manipulation, page layout, web design, non-linear video editing, motion graphics, etc. Students will explore a range of professional multi-media software applications, including: Adobe Photoshop, Illustrator, InDesign, Dreamweaver, Flash, Premiere, After Effects and Audition. Students develop key skills throughout the year in a spiral--each project adds more challenging skills onto the foundation proficiencies. This course develops four key skill areas: project management and collaboration, design, research and communication, professional multi-media tools.

### **TI 16 3D MODELING & VIDEO GAME DESIGN/PROGRAMMING** *Offered every other year*

**Offered: Full Year**  
**CTE or Fine Arts or Geometry credit**

The curriculum incorporates projects that stimulate the imagination, fostering experimentation and problem solving. Students initially delve into 3D modeling techniques and workflows. Those skills are then applied to compositing in video, with an emphasis on light effects, particle effects, texturing and rendering. The focus is creating professional motion graphics and cinematic effects simulations. Technical skills are developed through a series of conceptual and applied lessons. The projects enable students to comprehend a broad range of information and ideas, encouraging innovation and critical thinking.

### **TI 14 ADVANCED VIDEO PRODUCTION** *Offered every other year*

**Prerequisite:** TI 10

**Recommended:** TI 30

**Offered: Full Year**  
**CTE or Fine Arts credit**

This course is designed to give the advanced student an in-depth study of the artistic, creative and historical background of the film and television industry. Students study the work of outstanding pioneers to present directors, cinematographers and sound and light techniques. Students are required to work collaboratively to produce several short narrative films. Students achieving competency in this course will be prepared to enter a film or broadcasting program at the college level or be prepared for entry level employment in those fields. In addition to film genre challenges as your projects, we will also focus on film history, director's contributions and current developing technology in film and television.

### **TI 30 DIGITAL PHOTOGRAPHY & ADVANCED PHOTOSHOP**

**Prerequisite:** TI 10 **Sophomore/Junior/Senior with "C" or better in TI 10 or teacher approval**

**Offered: Full Year**  
**CTE or Fine Arts credit**

In this course, students become competent, confident and consistently successful photographers, able to repeatedly produce great photos. This yearlong course is a project based class that focuses on major photographic principles, including lighting and exposure, contrast and composition. Students will experience a wide range of photographic opportunities from scenic to portraits to action to photojournalism. In dealing with their photos, students will also strengthen their skills in Photoshop learned in Multi-Media. Students will go well beyond photo-retouching and photo manipulation in Photoshop and delve into advanced Photoshop techniques, with an emphasis placed on preparing for Adobe Certified Expert Exam in Photoshop.

**TI 37****NEW MEDIA****Offered: Full Year****Prerequisite: TI 10 Sophomore/Junior/Senior****CTE or Fine Arts or English credit**

Students will delve further into the world of nonlinear video editing and desktop video productions, as well as other multi-media projects. In part, the class will focus on social media (Twitter, Instagram, Facebook) and web development (HoundCentral.org) as it pertains to Pullman High School. Students will produce both in-school and out-of-school broadcasts to be aired on television and the web. The course provides students an opportunity to develop a variety of skills both in front of the camera and behind the scenes. Projects will strengthen student skills in graphic design, video editing, writing, interviewing, television broadcast production techniques and leadership. Seniors repeating New Media may be eligible to use this course for an English credit if they have passed three previous English courses with a C or better and met any state testing requirements for English.

**TI 49****AP STUDIO ART: 2D DESIGN – Photography****Offered: Full Year****Prerequisite: TI 30 Junior/Senior****CTE or Fine Arts credit**

AP Photo is a yearlong course and is designed for students who are seriously interested in the practical experience of art-making and promotes the sustained investigation of portfolio development. The core of the course consists of intensive, guided exploration of media, demonstrations, reference gathering, weekly group or individual critiques, reflections and frequent sketch booking. Students are expected to work independently: mastering their media and engaging deeply with the themes and content of the concentration. In building the portfolio, students experience a variety of concepts, techniques and approaches designed to help them demonstrate their abilities as well as their versatility with techniques, problem solving and conceptualization.

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**TECHNOLOGY/STEM****TI 17****ENGINEERING ESSENTIALS****Offered: Full Year**

A yearlong course designed to be a high school student's first exposure to the Project Lead the Way Engineering program, appropriate for students in grades 9-12. It will explore the work and role of engineers in the design and development of solutions to real-world problems. Students will be empowered to build technical skills through a variety of engineering tools, such as geographic information systems (GIS), 3-D solid modeling software, and prototyping equipment. Students learn and apply the engineering design process to develop mechanical, electronic, process and logistical solutions to relevant problems across a variety of industry sectors, including health care, public service, and product development and manufacturing.

**TI 38****AP COMPUTER SCIENCE A****Offered: Full Year****Prerequisite: Junior/Senior & Enrolled in Algebra II or higher     CTE or Science or Math, (Sr Only beyond Geometry) credit**

AP Computer Science A is a college-level introductory computer science course. Students cultivate their understanding of coding in Java through analyzing, writing and testing code as they explore concepts like modularity, variables and control structures. Students who take AP CSA are usually planning to attend a 2 or 4-year college and will sit the AP CSA exam in the spring. Students who do best in AP Computer Science genuinely want to learn new ideas and how to code. Students who are prepared for AP CSA have solid algebra and logic skills, but do NOT need to have ANY coding experience. Students will be expected to ask questions, drive their learning, complete application projects and challenge themselves. Math credit will be applied only if AP Computer Science A students who take the course in the senior year of high school. The course cannot be used for both math and science.

## **BUSINESS EDUCATION**

### **BU 20/BU 25    MARKETING & ENTREPRENEURSHIP**

**Offered: Full Year**

*College credit may be available*

Introduces real world concepts, skills and underlying business foundations for understanding and development of marketing and the entrepreneurial process. Promotion, pricing, selling, product/service management, distribution, financing and marketing-information management. Advertising aspects focus on creation, execution, transmission and evaluation of commercial messages in various media. Students will be able to assess their personal readiness for a career as an entrepreneur and take part in teaching methods, which include case studies, guest speakers and team projects. The major course project is to develop and market an actionable business plan. Students enrolled in marketing classes will be eligible to participate in DECA, a national student organization sponsoring regional and national marketing competitions. To receive college credit, students must earn an A or B in this course. Instructor will provide registration information for college enrollment. To receive college credit, students must earn an A or B in this course. Instructor will provide registration information for college enrollment.

### **BU 26                MARKETING OPERATIONS**

**Offered: Full Year**

**Prerequisite: Marketing & Entrepreneurship or Senior**

Ever wonder what it's like to run your own business? This course will provide these skills in a traditional classroom setting, as well as a hands-on approach through the creation and implementation of school based enterprise. School based enterprises place students in leadership positions in a safe business environment, as well as engaging students in the logistics of starting a small-scale business operation. These skills allow for students to engage in creative, meaningful endeavors that unite them with the school, their peers and leaders in their communities. Students enrolled in class will be eligible to participate in DECA, a national student organization sponsoring regional and national competitions.

### **BU 27                ACCOUNTING**

**Offered: Full Year**

**Prerequisite: Junior/Senior**

**CTE or Math credit**

*College credit may be available*

All future business owners and those planning business careers need this class. This course consists of the basic accounting cycle as it relates to service and merchandising businesses organized as sole proprietorships, partnerships or corporations. Emphasis is placed on accounting concepts, principles and theory as they relate to manual and computerized financial records for a business. To receive college credit, students must earn an A or B in this course. Instructor will provide registration information for college enrollment.

### **BU 38                LEADERSHIP I**

**Offered: Full Year**

Project Management skill development focuses on projects that have a beginning and end and are carried out to meet established goals within cost, schedule, and quality objectives. Students in the course will study dynamics, goal setting, time management, interpersonal communication, presentations, situational leadership styles, conflict resolution, and relationships among groups. Students will provide leadership and project management for several varied school events and activities that may include assemblies, service projects, celebrations, registration, accreditation, or awareness events. Participation in activities outside of the school day will sometimes be expected. Per the ASB Constitution, it is recommended that ASB Executive officers enroll in a Leadership course. *\*Because participation as a leader carries with it great responsibility, students wishing to enroll will be asked to undergo an admittance process meant to encourage high program standards.*

**BU 39****LEADERSHIP II****Offered: Full Year****Prerequisite: Leadership I**

Through hands-on projects that benefit the school and greater community, students will demonstrate the ability to use specific complex skills needed for effective leadership—including enhancing group dynamic, communications, human relations, and self-reflection skills introduced in Leadership I. Students will have the opportunity to collaborate and expand their knowledge of leadership in various capacities. Students will demonstrate the ability to exercise appropriate problem solving and decision-making skills in a series of increasingly complex situations and record their experiences. Students in Leadership II will sometimes be asked to lead class discussions and help to create projects for the Leadership I students to implement. Students will provide leadership and project management for several varied school events and activities that may include assemblies, service projects, celebrations, registration, accreditation or awareness events. Participation in activities outside of the school day will sometimes be expected. *\*Because participation as a leader carries with it great responsibility, students wishing to enroll in Leadership II need to have demonstrated strong leadership skills during their time in Leadership I.*

**SS 44****ECONOMICS****Offered: Full Year or Semester****Prerequisite: Junior/Senior****CTE or Social Studies credit**

This course focuses on the study of business and consumer decision making and its relationship with the economy and politics. Course will also cover production, conservation and allocation of resources in conditions of scarcity, together with the organizational frameworks related to microeconomics and macroeconomics. Included are; comparative economic systems, money and banking systems, international economics, quantitative analytical methods, applications to specific industries and public policy issues. Students will also participate in a stock market game which will let them research and buy and sell stocks as if they were an individual investor or stock broker. Students enrolled in marketing classes will be eligible to participate in DECA, a national student organization sponsoring regional and national marketing competitions. This course will also address state financial literacy requirements.

**BU 47****YEARBOOK****Offered: Full Year****CTE or Fine Arts credit**

Create Greyhound memories! Be a member of the production team of the PHS yearbook, The Kamiakin. This two semester course provides excellent workplace skills and experience in copy, design, photography, marketing and publication within a functioning business. Students must be cooperative, dependable and organized with the ability to work under pressure to meet strict production deadlines. Outside class time will be necessary. Select students will be invited to attend a three-day Inland Northwest Yearbook Camp held at Gonzaga in August. Students enrolled in Yearbook class will be eligible to participate in DECA, a national student organization sponsoring regional and national marketing competitions.

**BU 50****CAREER CHOICES & FINANCIAL LITERACY****Offered: Semester****REQUIRED COURSE FOR ALL SENIORS – this is in addition to 1.0 CTE credit requirement**

This course emphasizes the connection between individual capabilities, interests, and career readiness. Career exploration and preparation as well as the culmination of the High School and Beyond Plan are incorporated in this class. Additionally, students learn skills pertaining to personal finance, communication, and general professionalism including topics ranging from financial aid and application processes to resume writing, credit and taxes, interview skills, workplace law, and more. A senior showcase project is expected, which partially fulfills graduation requirements. The purpose of this project is to merge students' personal, professional, and academic interests in a manner that encourages initiative and leads to continued growth both while in high school and after graduation. It is anticipated that students will have ongoing opportunities to seek out and interact with professionals whose fields align with their career aspirations.

## **WORK-BASED LEARNING**

### **BU 48**

### **WORK SITE LEARNING**

**Offered: Full Year/Semester**

**Prerequisite:** JR or SR enrolled in/completed CTE course supporting High School and Beyond Plan.

Worksite learning is an opportunity for a student to earn credit for working at a job that supports his/her educational and career goals. Credit is earned when the student qualifies, completes the forms, works the minimum number of required hours (360 verifiable work hours per 1 credit or 180 hours per .5 credit) and performs satisfactorily on the job. Work-site learning plans are collaboratively developed and monitored by the supervising employer and the work site learning coordinator and each student is assessed individually, based on real performance and measurable benchmarks of performance.

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## **FAMILY AND CONSUMER STUDIES**

### **FC 12**

### **FOODS AND NUTRITION**

*(Fee Required)*

**Offered: Full Year**

Hungry? Come take Foods & Nutrition and learn how to eat healthy and cook for yourself! This course will help students attain basic skills needed to be successful in the kitchen. In addition to food preparation skills, students will learn food safety practices and nutrition and wellness concepts. Students will gain hands on experience doing cooking labs and food science experiments. Additionally, students will have the opportunity to get their Food Handler's Permit.

### **FC 13**

### **CULINARY ARTS**

*(Fee Required)*

**Offered: Full Year**

**Prerequisite:** FC 12 or Senior

*College credit may be available*

**CTE or Fine Arts or Science Lab credit**

Whether you want to go into the foodservice industry or just build your cooking skills, Culinary Arts is a great choice! Students will further develop food preparation skills learned in FC 12 and see them applied to the foodservice industry. Students will learn how to prepare foods in a professional setting as well as learn about foodservice management practices, facilities and safety. Hands on experience doing cooking labs and food science experiments. Additionally, students can earn their ServSafe certification to be used in the food service industry. To receive college credit, students must earn an A or B in this course. Instructor will provide registration information for college enrollment.

### **FC 14**

### **TEXTILES AND APPAREL**

*(Fee Required)*

**Offered: Full Year**

**CTE or Fine Arts credit**

No experience necessary. Students will learn and utilize construction skills to create a variety of projects throughout the year. You will also learn about the design process, elements of design, fiber characteristics and other subjects in the fashion industry.

### **FC 32**

### **CAREERS IN EDUCATION**

**Offered: Full Year**

**Prerequisite:** Soph/Junior/Senior

**CTE or English credit**

Are you interested in the field of education? In this class, students will learn what it really takes to do a variety of jobs in education, including teaching. Students will learn about principles of teaching, child/teen development, classroom management and curriculum development. Whether you want to work with pre-school kids, teach adults, or anywhere in between, this class will give you a taste of what it's like and how to get there.

## **DRAFTING TECHNOLOGY**

### **TE 11**

### **COMPUTER DRAFTING I**

*(Fee Required)*

**Offered: Full Year**

*College credit may be available after completing TE 11 & 21*

This course is designed to introduce the following basic computer aided drafting skills: mechanical drafting, technical illustration and architectural drawing. Emphasis will be placed on application of logical and critical thinking to the engineering and architectural drafting skills. The following programs are used: AutoCAD (Autodesk)/ Rhino/Solidworks and Mastercam. Instructor will provide registration details for college credit option.



**TE 21                    COMPUTER DRAFTING II****(Fee Required)            Offered: Full Year****Prerequisite: TE 11 and Teacher Approval***College credit may be available after completing TE 11 & 21*

Emphasis will be placed on development of computer drafting skills. Students will spend the class time in the drafting computer room. Programs include: AutoCAD, Rhino, Solid Works and Master Cam. In this course computer skills will be applied to mechanical drafting, technical illustration, architectural drawing, modeling and Computer Numerically Controlled (CNC) machining. Instructor will provide registration details for college credit option.

**TE 31                    COMPUTER DRAFTING III****(Fee Required)            Offered: Full Year****Prerequisite: TE 21 and Teacher Approval****CTE or Fine Arts credit***College credit may be available after completing TE 31 AND TE 40*

Continuation of TE 21 emphasizing Design and 3-D modeling and Computer Numerically Controlled (CNC) processes. Designs will be processed and manufactured using CNC and 3-d printing. This course is designed to allow students to continue through advanced third and fourth years of drafting. Instructor will provide registration details for college credit option.

**TE 41                    INDIVIDUALIZED COMPUTER DRAFTING****(Fee Required)            Offered: Full Year****Prerequisite: TE 31 and Teacher Approval****CTE or Fine Arts credit***College credit may be available after completing TE 31 AND TE 40*

Course contract required with instructor.

Instructor will provide registration details for college credit option.

## **MANUFACTURING WELDING**

**TE 14                    METAL SHOP I****(Fee Required)            Offered: Full Year**

An introductory career and technical manufacturing course in welding and metalwork. This course is designed to introduce modern welding skills used in manufacturing. The course covers oxy-acetylene welding, arc welding, cutting, brazing, MIG welding, soldering, power tools operations, hand tool operations, tap and die work, forging, basic blueprint reading, layout work, machine tools, measuring devices, metal identification and basic metal fabrication techniques. Analysis and synthesis of metals working skills and knowledge are stressed in the shop work.

**TE 24                    METAL SHOP II****(Fee Required)            Offered: Full Year****Prerequisite: TE 14***College credit may be available*

This course is designed to further the skill level and knowledge of welding, machine work and metal fabrication learned in Metal Shop I. In this course emphasis will be on advanced manufacturing processes and related skill development in the machining and welding. Instructor will provide registration details for college credit option.

**TE 34                    METAL SHOP III****(Fee Required)            Offered: Full Year****Prerequisite: TE 24**

Entry level welding skills will be required of students in Metals III. Advanced practical skills and techniques will be stressed. Areas covered will include all position SMAW, GTAW and GMAW processes. Materials will include carbon steels, aluminum and alloys. Advanced practical applications of related metallurgy, blue print reading and fabrication will be emphasized. Advanced Manufacturing processes of CNC and Plasma CNC will be emphasized.

**TE 44**                    **INDIVIDUALIZED METAL SHOP***(Fee Required)*            **Offered: Full Year****Prerequisite:** TE 41 and Teacher Approval**CTE or Fine Arts credit**

Course contract required with instructor.

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**WOODSHOP & CONSTRUCTION****TE 16**                    **WOODSHOP I***(Fee Required)*            **Offered: Full Year**

This exploratory program in woodworking emphasizes safe use of hand tools and power equipment. Covers wood identification, joinery, design and print reading and related math. The choice and application of abrasives, glue, fasteners and finishes as related to projects. Interpreting, analyzing and the synthesis of related wood working knowledge and skills. It may combine computer aided design and woodworking.

**TE 26**                    **WOODSHOP II***(Fee Required)*            **Offered: Full Year****Prerequisite:** TE 16

A continuation of TE 16 with increasing knowledge and use of tools, materials and processes common to working with wood and wood construction. Advancing techniques and projects will be taught and students will experience the expansion of their ability to apply technical instruction to their hands-on shop projects. Safety in all shop activities continues to be a crucial part of success in this course. This course may combine computer aided design and woodworking.

**TE 36**                    **CONSTRUCTION RELATED WOODSHOP III***(Fee Required)*            **Offered: Full Year****Prerequisite:** TE 26**CTE or Fine Arts credit**

The goal is to develop greater independence in the context of safety, design, layout and the processes of woodworking and woods construction. Students will be given the opportunity to learn to operate more complex tools and machines than the basic courses. This course may combine computer aided design and woodworking.

**TE 46**                    **ADVANCED WOODSHOP***(Fee Required)*            **Offered: Full Year****Prerequisite:** TE and Teacher Approval**CTE or Fine Arts credit**

Course contract required with instructor

# ENGLISH

## **EN 16 SURVEY TO LITERATURE**

**Offered: Full Year**

Freshman English develops critical thinking skills and concepts needed to engage in a higher level of learning. Teachers incorporate College Board Pre-AP strategies to develop the rigorous critical thinking needed to succeed in upcoming courses. Students will develop the skills of reading, writing and communication needed to engage in active learning and academic success. Students will start to develop the skills needed in academic research. Literature analysis encompasses a survey of genres.

## **EN 27 HISTORICAL LITERATURE AND COMPOSITION**

**Offered: Full Year**

Sophomore English continues to advance the skills and concepts needed to engage in a higher level of learning. Teachers incorporate College Board Pre-AP strategies to develop the rigorous critical thinking needed to succeed in upcoming courses. Throughout the year, students further develop their writing and research skills. They also pursue more advanced analysis of literature. This includes short fiction, poetry, novels and drama with an emphasis how the historical context has influenced the writing.

## **EN 35 AMERICAN LITERATURE AND COMPOSITION**

**Offered: Full Year**

Junior English studies the chronological and thematic development of American Literature by reading authors from various periods and by experiencing different genres. Writing includes a variety of forms as students respond to the texts. Students discuss ideas prompted by the texts and explore the literary and rhetorical devices the authors use. Curriculum is rigorous, yet attainable providing students the experiences needed to succeed in future Advanced Placement courses of all content areas and the work world. Students continue to advance the skills needed in research.

## **EN 48 WORLD LITERATURE AND COMPOSITION**

**Offered: Full Year**

Senior English provides further experience in discussing the world of ideas, focusing on both fiction and nonfiction texts. Students engage in increasingly complex writing activities which call for a mature development of ideas. The curriculum is rigorous yet attainable for all students moving on to college or the work world. The course focuses on the skills needed to further one's ability to understand and communicate complex ideas.

## **EN 39 AP ENGLISH LANGUAGE AND COMPOSITION**

**Offered: Full Year**

**Prerequisite:** Jr/Sr Level with successful completion of freshmen (E16) and sophomore (E27) English

**JUNIORS/SENIORS ROTATE BETWEEN AP LITERATURE AND AP LANGUAGE**

The Advanced Placement English Language and Composition course is designed to help students become skilled readers of prose written in a variety of periods, disciplines, rhetorical contexts and to become skilled writers who can compose for a variety of purposes. Students become aware of the interactions among writers' purposes, audience, expectations and subjects. Students also write in a variety of forms – narrative, exploratory, expository and argumentative – and on a variety of subjects from personal experiences to public policies, from imaginative literature to popular culture. The AP course assumes that students already understand and use Standard English grammar. Students have the option of taking the Advanced Placement Examination in early May. Successful completion of the exam may earn college credit or advanced placement depending on the college.

## **EN 49 AP LITERATURE AND COMPOSITION** *Next offered 2023-24*

**Offered: Full Year**

**Prerequisite:** Jr/Sr Level with successful completion of freshmen (E16) and sophomore (E27) English

**JUNIORS/SENIORS ROTATE BETWEEN AP LITERATURE AND AP LANGUAGE**

A purely college prep course taught as a college-level course, English AP begins with an examination of short stories from around the globe coupled with in-depth instruction on the methods and purposes of literary analysis and criticism. Subsequent work will explore the themes of colonialism, race, gender, class, psychology and existentialism, to name a few. Academic research and writing is given a high priority in this course. Students have the option of taking the Advanced Placement Examination in early May. Successful completion of the exam may earn college credit or advanced placement depending on the college.

## ENGLISH LANGUAGE DEVELOPMENT - ELD

English as a Second Language is offered to all students whose first language is not English and who qualify as having limited English proficiency on the ELPA 21. The English language development curriculum focuses on listening, speaking, reading and writing to prepare students for high school level courses while acquiring the language. Cross cultural concepts and study skills needed to make a smooth transition in the regular classroom setting are also stressed.

### **EN 11                      ENGLISH LANGUAGE DEVELOPMENT I**

**Offered: Full Year**

**Prerequisite: Proficiency Testing**

The course is open to all students whose first language is not English and score a L1 or L2 on the ELPA 21 screener test. The curriculum in ELD I includes speaking and listening in English, as well as study in reading, writing, grammar and vocabulary development. Communicative activities requiring active participation will be a strong component of this course. Additional help is provided in order to complete assignments across the curriculum.

### **EN 20                      ENGLISH LANGUAGE DEVELOPMENT II**

**Offered: Full Year**

**Prerequisite: Teacher Placement/Proficiency Testing**

The ELL students in the class are students who received a placement score of L2. The students in this class are working to improve their language skills through reading, writing, speaking and listening at an appropriate skill level. The material and activities in this class are designed to assist in language acquisition and success in high school level classes. Students test out of this class when their language skills are deemed transitional on the annual state language assessment.

### **EN 30                      ENGLISH LANGUAGE DEVELOPMENT III**

**Offered: Full Year**

**Prerequisite: Teacher Placement/Proficiency Testing**

The ELL students in the class are students who received a placement score of L2. The students in this class are working to improve their language skills through reading, writing, speaking and listening at or near grade level. The material and activities in this class are designed to assist in language acquisition and success in high school level classes. Students test out of this class when their language skills are deemed transitional on the annual state language assessment.

# FINE, VISUAL AND PERFORMING ARTS

Includes all music, art, performing arts, media and yearbook classes.

## VISUAL ART COURSES

### **FA 11**      **DESIGN STUDIO**      *(Fee Required)*      **Offered: Semester/Year**

Design Studio is an introductory course to the visual arts. The elements and principles of design will be the focus of this semester. We will use a variety of media to explore design concepts. Composition, color theory and the design process are emphasized over drawing. This course is great way to explore the basics of design in our very visual culture.

### **FA 13**      **DRAWING**      *(Fee Required)*      **Offered: Semester/Year**

In this drawing course we will explore the basics of drawing with an emphasis on those things that block us from being able to draw well. The exercises we do will focus on right/left brain theory to unlock the student's ability to perceive and draw what they see for direct observation. If you "can't draw", this is the class for you. If you can draw you will improve your skills. A variety of materials and mixed media techniques will be used. This course is repeatable for credit.

### **FA 26**      **PAINTING**      *(Fee Required)*      **Offered: Semester/Year**

In the Painting course we will focus on the basic process of painting including color mixing, color theory and personal expression. You will produce paintings with acrylic paint, watercolor and pastels. Emphasis will be placed on strong composition and communicating a sense of light and form. This course includes a field trip experience to paint outside for a day. This course is repeatable for credit.

### **FA 27**      **CERAMICS**      *(Fee Required)*      **Offered: Semester/Year**

Clay every day is the routine in this class. Here you will be able to explore ceramic work in a hand building and/or wheel thrown direction. Ample time is given to making a personal portfolio of your ideas. This course is repeatable for credit.

### **FA 37**      **INDEPENDENT STUDY IN ART**      *(Fee Required)*      **Offered: Semester/Year**

**Prerequisite:** Four semesters of art and instructor approval

Independent study is for students who are interested in creating a portfolio of their work for college preparation or personal use. Students must be determined workers to meet the minimum amount of artworks per semester.

### **FA 49**      **AP STUDIO ART- Seniors Only**      *(Fee Required)*      **Offered: Full Year**

**Prerequisite:** Four semesters of art and instructor approval

This class is for students who want to take the AP Studio Art which is portfolio based. You may create a portfolio in either 2D Design or Drawing and submit it in May. Your portfolio will be evaluated by the College Board and you will be given an Advanced Placement score. This course is very rigorous and requires many hours of hard work. **AP exam portfolio is required.**

## VOCAL ARTS

### **MU 15 CONCERT CHOIR**

**Offered: Year/Semester**

Concert Choir is open to any student who would like to sing and perform music. Previous singing experience is not needed and the class covers a wide range of styles. The choir typically performs four to five concerts a year and takes an annual trip. Attendance at these events is required.

### **MU 16 TREBLE TRIAD ZERO PERIOD**

**Offered: Year/Semester**

**Prerequisite:** Audition with Choir Teacher

Treble Triad is a select choral ensemble. The class does NOT meet daily and only .25 credit is awarded per semester. Students enrolled in Treble Triad are highly encouraged to also sing in Concert Choir or Advanced Ensemble. Participation in concerts, community events and festivals is required. Piano players also needed. Members must audition to participate in the group

### **MU 17 ADVANCED ENSEMBLE**

**Offered: Full Year/1<sup>st</sup> or 2<sup>nd</sup> Semester**

**Prerequisite:** Audition with Choir Teacher

A select vocal ensemble designed to study vocal jazz, a Capella, pop music and other choral techniques. Students involved with Advanced Ensemble are encouraged to sing in Treble Triad or Concert Choir. This group travels throughout the Northwest and performs at multiple festivals. Attendance at these performances is required. Bass players, piano players, guitarist and drummers needed yearly. Audition required for all singing and playing members of this ensemble.

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## INSTRUMENTAL MUSIC ARTS

### **MU 10 CONCERT BAND**

*(Fee Required)* **Offered: Full Year/Semester**

Concert band is open to any student grade 9-12 who plays or wishes to play a traditional band instrument. However, students with no prior experience with their instrument or with significantly sub-average skills will be expected to take private lessons in order to achieve a level of proficiency necessary to perform with the band. The class time is spent playing all genres of music, ranging from rock tunes (in pep band) to concert literature and full orchestral arrangements. Opportunities exist to play outside of class such as concerts, field trips, festivals, football and basketball games, assemblies, parades and community events. Participation in these events is required but at the instructor's discretion, (based on performance skill). Musical concepts such as intonation, balance, blend; phrasing, rhythm, musical style and music theory will be explored during rehearsals and performances. All students are required to purchase ASB card.

### **MU 11 JAZZ BAND ZERO PERIOD**

*(Fee Required)* **Offered: Full Year/Semester**

**Prerequisite:** Enrollment in Concert Band.

The Jazz Band is a select instrumental ensemble. The class does NOT meet daily and only .25 credit is awarded per semester. This group performs many times throughout the year and at various festivals around the Northwest. Attendance at these events is required and the ensemble also participates in all pep band events. Students must audition to become a member of this group. Students in Jazz Band are required to take Concert Band to continue broadening technical & musical foundation. All students required to purchase T-Shirt and purchase ASB card. Contact the instructor concerning audition materials and prerequisites.

### **MU 12 BLUE ORCHESTRA ZERO PERIOD**

**Offered: Full Year/Semester**

**Prerequisite:** Grades 10-12 - Audition required

Blue Orchestra is open to string players only (violin, viola, cello and string bass) and must have five or more years playing experience). Students will be exposed to a wide variety of musical concepts (intonation, balance, phrasing, blend, rhythm, style). Rehearsal and performance of orchestral literature of a wide variety of styles will be required along with the study of music theory. Each year, the orchestra participates in either a festival or a tour in order to have the opportunity to represent PHS outside of Pullman.

**MU 14****GRAY ORCHESTRA****Offered: Full Year/Semester**

Gray Orchestra is open to string players only (violin, viola, cello and string bass) and must have four or more years playing experience, grades 9-12. No audition is required. Students in this ensemble will gain skills necessary to move into the Blue Orchestra such as shifting, vibrato and more advanced bowing techniques such as sautille. Students participating in Gray Orchestra will be exposed to a wide variety of musical concepts (intonation, balance, phrasing, blend, rhythm and style). Students will perform regularly throughout the year and will attend a festival or tour either in Pullman or out of town.

**MU 13****GUITAR****Offered: Full Year/Semester**

This course provides beginning guitar instruction in playing and reading chords, chord symbols, picking, strumming patterns, reading musical notation, theory and playing chord progressions and a variety of guitar styles. This class provides opportunities for students to explore their musical aspirations through Folk, Rock, Blues and Classical guitar. No previous musical experience is necessary.

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## **PERFORMING ARTS**

**FA 30****DRAMA/THEATRE ARTS***Next Offered 2023-24***Offered: Full Year**

Students will study the history of the theatre as well as various genres of written plays. The class will explore techniques of performance as well as the technical side to performing arts such as lighting, sound and set construction. Students will perform monologues, one-acts and other works for critique by the class and instructor.

# HEALTH AND FITNESS

## **PE 12                      FITNESS I**

**Offered: Semester**

**Required for all Freshman**

This course is designed to expose students to the widest variety of fitness options available while helping them to improve their individual fitness level. Participation and effort are expected in a variety of physical fitness activities include weight training, aerobic, anaerobic and core exercise, team and dual sports. Students will be tested on their fitness level gains using FITNESSGRAM assessments. This class cannot be taken concurrently with other fitness classes.

## **PE 37                      HEALTH**

**Offered: Semester**

**Required for all Freshman**

This course emphasizes informed decision making for healthy living now and after high school. Students will increase their cognitive understanding of health and fitness in the classroom setting to support their semester of physical education. Topics covered will include: Stress and Time Management, Conflict Resolution, Goal Setting, Personal Fitness, Nutrition, Diseases and Disorders, Consumer Health and Family Life and Sexual Health (FLASH). This course will also include instruction in cardiopulmonary resuscitation (CPR) and automated external defibrillators (AED).

## **PE 15                      STRENGTH TRAINING**

**Offered: Full Year/Semester**

**Prerequisite: PE 12 or Enrolled in grades 10-12**

This class that offers a program for those students who are motivated to improve their strength, agility and speed for maximum athletic performance. The weight-training program consists of Power and Olympic style weight lifting exercises and their variations. Injury prevention, flexibility exercises, agility and speed drills and plyometrics will also be part of the daily program. Progress and achievement will be measured regularly. Games will be played at the discretion of the staff. Students may enroll for repeated credit.

## **PE 20                      FITNESS II LIFETIME FITNESS/SPORT**

**Offered: Full Year/Semester**

**Prerequisite: PE 12 or Enrolled in grades 10-12**

This one-semester class is designed for students of all physical ability levels, with a focus on promoting lifelong habits for health & wellness. The Lifetime sport activities that will be included in the course are: tennis, ultimate Frisbee, badminton, pickle ball and softball. Other sport activities may be included throughout the semester as well. A fitness and conditioning portion of the class will be integrated in all units. Students are expected to participate in all conditioning activities & fitness assessments, meeting ALL components of fitness.

## **PE 21                      FITNESS II YOGA**

**Offered: Full Year/Semester**

**Prerequisite: PE 12 or Enrolled in grades 10-12**

This one-semester class is designed to improve all fitness components through regular yoga practice and a variety of cardio activities: walk/jog, bike, step aerobics, zumba, etc. Each class period will be organized to meet multiple fitness components and strong emphasis will be placed on mental health through the practice of mindfulness and relaxation for stress relief. Through exposure to a variety of yoga styles throughout the semester, you'll be prepared to participate in community yoga classes. The walking portion will involve campus walks, on and off the track as long as the weather permits. Students are expected to participate in all conditioning activities & fitness assessments, meeting ALL components of fitness.



**PE 22                      FITNESS II CARDIO FITNESS****Offered: Full Year/Semester****Prerequisite: PE 12 or Enrolled in grades 10-12**

This one-semester class is designed for students of all physical ability levels, focusing on fitness with an emphasis on cardiovascular fitness activities. Group activities will include weekly cardio running/biking, circuit training and weight training. Students will have access to all department facilities and equipment, but the majority of time will be spent in the fitness room. Individual and team sport activities and traditional PE games will not be part of the curriculum. Students are expected to participate in all conditioning activities & fitness assessments, meeting ALL components of fitness.

**PE 30                      ADVANCED LIFETIME FITNESS***(Fee Required)***Offered: 2<sup>ND</sup> Semester****Prerequisite: SENIORS ONLY**

This one-semester (2nd/Spring) class is designed for SENIORS of **all physical ability levels**, with a focus on access to community resources that promote healthy habits and participation in activity outside of high school. Activities that will be included in the course are: tennis, ultimate Frisbee, ice skating, disc golf, badminton, pickle ball, softball, bowling, golf, swimming and yoga. Other activities may be included throughout the semester as well. A fitness and conditioning portion of the class will be integrated in all units. Students are expected to participate in all conditioning activities & fitness assessments, meeting ALL components of fitness. A unique aspect of this course is that eight to ten times throughout the semester we will take busses to off-site facilities to participate in a sport or activity. We will seek teacher recommendations for the course **as needed (not required)** to ensure that students can handle the added responsibilities of accessing community resources off campus. The class fee is estimated at \$60-80. **Scholarships will be available to any student in need. Please inquire with your guidance counselor.**

**PE 40                      ADVANCED PERSONAL WELLNESS****Offered: Semester****Prerequisite: SENIORS ONLY**

This advanced health course is designed to offer seniors a comprehensive curriculum focusing on health and wellness as many of them prepare for life away from home. Lessons will expand on information presented in personal wellness, a course taken during freshman year. Topics include; Fitness Planning, Nutrition, Coping with Stress, Mental Health, Sleep, Substance Abuse, Addiction and Sexual Health. Curriculum will be designed to expand on these topics and offer up to date materials that apply to the many challenges young adults face in regard to health and well-being. This course can satisfy the health credit required for graduation.

## LIBRARY

**LI 20                      LIBRARY SCIENCE I****Offered: Full Year/Semester****Prerequisite: Librarian approval**

This course instructs students on procedures for assisting in the Library Media Center. Students will learn the location, arrangement, use of materials and equipment in the library and learn about the Dewey Decimal System. As time allows, students will become familiar with the computer catalog and various print and non-print research materials. They will assist the librarians in operating the circulation system, shelving books and processing new materials. This class is offered all periods except 4th. This course may be taken two semesters for a letter grade.

**LI 40                      ADVANCED LIBRARY****Offered: Full Year/Semester****Prerequisite: Librarian approval**

This is a continuation of LI 20. Library aides will continue assisting the librarians with the processing and maintenance of library materials as necessary. They will continue to be responsible for the same daily and weekly assignments they performed in LI 20. This class is offered all periods except 4th. This course may be taken for two semesters for a letter grade.

# **SPECIAL SERVICES ELECTIVES**

## **SE 26 / SE 36 / SE 38/ SE 46      ACADEMIC SKILLS – SPECIAL SERVICES**

**Prerequisite:** Active IEP

Credit may be earned in most subject areas but only for students who meet eligibility through an IEP team decision. Course work content will emphasize mathematics, English and pre-vocational/vocational learning experience.

## **SE 28                                      DAILY LIVING SKILLS COURSE – SPECIAL SERVICES**

**Prerequisite:** Active IEP

This class is a specialized curriculum. It helps the student develop skills in living arrangements, leisure, personal management, transportation, personal relationships, financial services and vocational exposure. The course can be repeated as needed.

## **SE 40                                      EMPLOYMENT SKILLS-SPECIAL SERVICES**

**Prerequisite:** Active IEP

## **SE 48                                      COMMUNITY WORK EXPERIENCE – SPECIAL SERVICES**

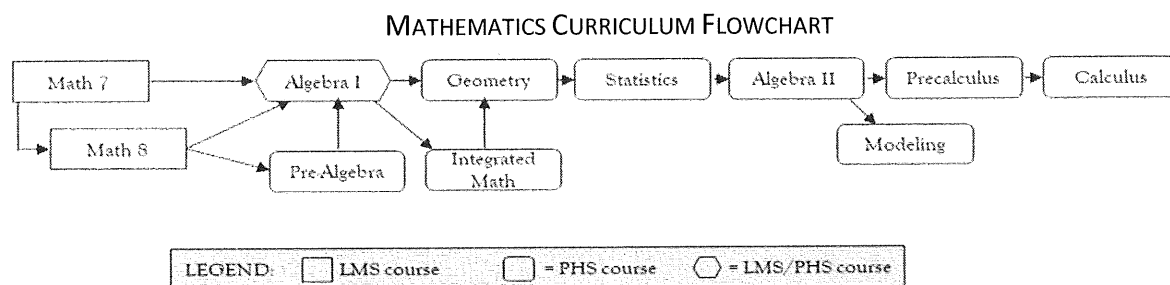
**Prerequisite:** Active IEP

Work experience for students who qualify through an IEP team decision.

# MATHEMATICS

The Mathematics Department is strongly encouraging all students to take four years of mathematics. We also **recommend that a minimum grade of C be maintained for advancement to the next class** to ensure maximum success in the student's future academic career.

Students planning on taking a math course outside of the Pullman School District must complete the pre-approval process of Off Campus Credit. If you are planning to accelerate your math progression all pre-approved courses must be completed and submitted to your guidance counselor or administrator prior to the first day of school in order to enroll for the next course in the math sequence.



## **MT 13            PRE-ALGEBRA**

**Offered: Full Year**

The Pre-Algebra course is an introduction to basic algebra concepts and a review of arithmetic algorithms. The course is designed to help students overcome weakness in preparation in mathematics, emphasizing the concepts necessary to be successful in Algebra I. The course helps students develop good mathematical study skills and learning strategies as an integral part of this course. The course will review the number system and operations with whole numbers, fractions, decimal, positive and negative numbers. Other topics include measurement, area and volume of geometric figures, percentages, basic transformations, statistics and measures of central tendencies (mean, median and mode), ratios & proportions and solving simple and complex equations with one variable.

## **MT 14            ALGEBRA I**

**Offered: Full Year**

### **Prerequisite: Pre-Algebra or Math 8**

This course reviews concepts of one-variable equations and inequalities and covers the laws of exponents, manipulating radicals (using the laws of exponents), factoring of polynomials, solving linear systems, operations on rational expressions and solving quadratic equations. This course recommended for students who completed their 8th grade course with C+ or better.

## **MT 15            GEOMETRY**

**Offered: Full Year**

### **Prerequisite: Algebra I or Integrated Math**

This course teaches reasoning skills in the context of relationships between and about figures such as lines, angles, triangles, circles, etc. and an introduction to trigonometry. Students learn by conducting investigations using various construction tools, making conjectures then verifying and applying these conjectures. Many of these conjectures will be formalized and used in later courses.

## **MT 18            INTEGRATED MATH**

**Offered: Full Year**

### **Prerequisite: Algebra I or teacher recommendation**

This course works to emphasize understanding and proficiency in skills and concepts involving numbers and operations in the areas of algebra and geometry. This will include work with proportional relationships, linear equations and graphs, solving inequalities, simplifying polynomial expressions, solving simple systems of equations, working with the concept and notation of a function, simplifying irrational numbers and radicals, introducing geometric definitions, investigating properties of transformations using coordinates (rotations, reflections, translations, dilations), investigating angle relationships in triangles and finding volumes of geometrical shapes. This course is recommended for students who did not complete Algebra I with C or better.

**MT 25                    STATISTICS AND ALGEBRAIC CONCEPTS****Offered: Full Year****Prerequisite:** Algebra I and Geometry

This course will introduce and present a formal treatment of statistics, combinatorics, probability and sampling. Also, this course will explore in depth the topic of Algebraic functions. This will include linear functions, quadratic functions and other nonlinear functions, with a special emphasis on their applications in a variety of technical and non-technical fields. This course is designed for students planning to take Algebra II during the subsequent year.

**MT 29                    HONORS STATISTICS AND ALGEBRAIC CONCEPTS****Offered: Full Year****Prerequisite:** Honors Algebra I & Geometry or Teacher Recommendation

This course will cover the same topics as the non-honors version of Statistics and Algebraic Concepts but will be more thorough and challenging. The most notable differences will occur during the probability unit and some of the Algebraic functions units. This course is designed to follow Honors Geometry and precede Honors Algebra II.

**MT 35                    ALGEBRA II****Offered: Full Year****Prerequisite:** Algebra I, Geometry, Statistics & Algebraic Concepts

This course will cover in depth the following topics: matrices, systems of equations, polynomials, logarithms, exponential functions, power functions, rational function and an introduction to function notation and functions-inverses and composites.

**MT 39                    HONORS ALGEBRA II****Offered: Full Year****Prerequisite:** Honors Algebra I, Geometry, Honors Statistics & Algebraic Concepts or Teacher Recommendation

This course is a more rigorous coverage of the material in the non-honors Algebra II. In addition to a more in depth study of the 'traditional' Algebra II topics, we will work on special problems. This course will cover in depth the following topics: matrices, systems of equations, polynomials, logarithms, exponential functions, power functions, rational functions and an introduction to function notation and functions-inverses and composites.

**MT 47                    MATHEMATICAL MODELING****Offered: Full Year****Prerequisite:** Algebra I, Geometry, Statistics, Algebra II

Mathematical Modeling will build upon students' knowledge of algebra, geometry, probability and statistics to analyze information, represent mathematical relationships, make decisions or solve problems based on quantitative data and logical reasoning.

**MT 45                    PRECALCULUS****Offered: Full Year****Prerequisite:** Algebra I, Geometry, Statistics, Algebra II

Pre-Calculus deals in depth with the following topics: rational functions, exponential and logarithmic functions, trigonometric functions & modeling vectors, complex numbers, sequences and series, limits and derivatives and conic sections.

**MT 55                    CALCULUS****Offered: Full Year****Prerequisite:** Pre-Calculus

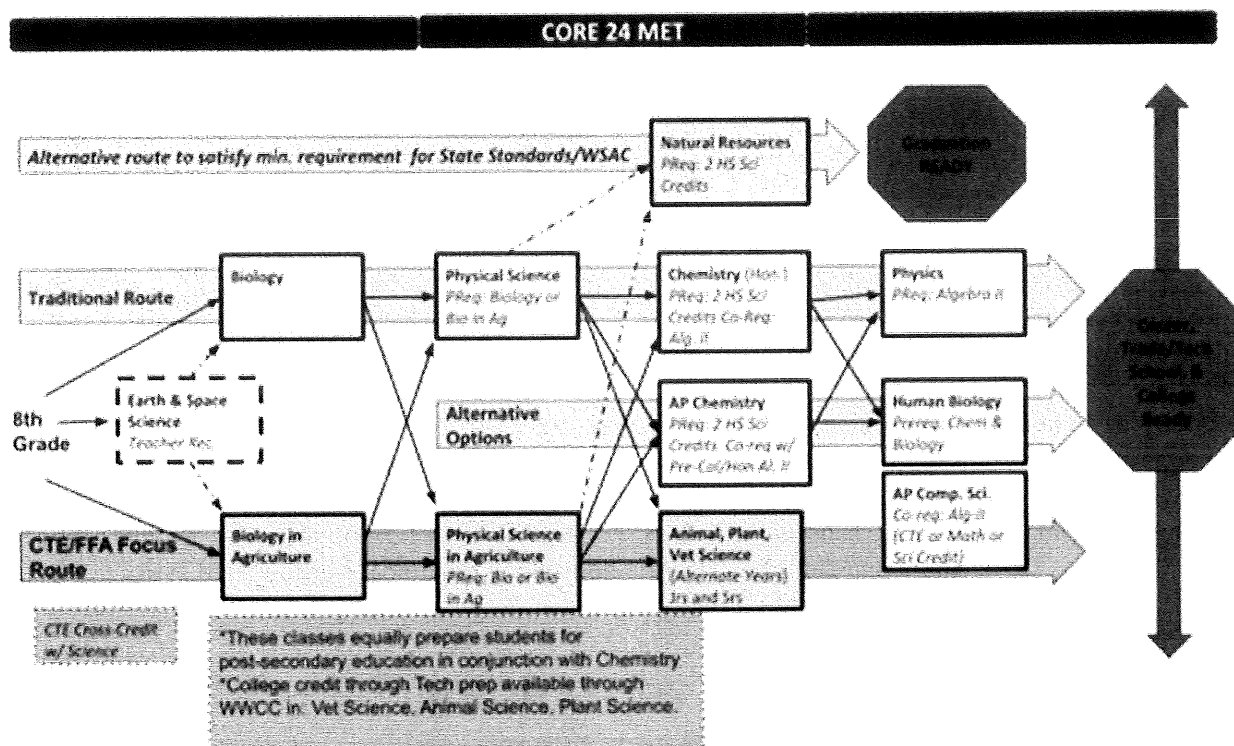
Topics will include; limits, continuity, derivatives and integrals. Students will be taught to differentiate and integrate polynomials, rational functions, logarithmic functions, exponential functions and the trig functions. They will be able to apply the derivative to max-min problems, implicitly related rates problems, differential problems and L'Hopital's Rule. They will study the Fundamental Theorem of Calculus. They will be able to apply the integral to volume problems, area problems and Riemann Sums. Students can choose to take the Advanced Placement Calculus AB Exam in May based upon material learned in this course.

**TI 38****AP COMPUTER SCIENCE A**

Offered: Full Year

**Prerequisite:** Junior/Senior & Enrolled in Algebra II or higher CTE or Science or Math (beyond Geometry) credit

AP Computer Science A is a college-level introductory computer science course. Students cultivate their understanding of coding in Java through analyzing, writing and testing code as they explore concepts like modularity, variables and control structures. Students who take AP CSA are usually planning to attend a 2 or 4-year college and will sit the AP CSA exam in the spring. Students who do best in AP Computer Science genuinely want to learn new ideas and how to code. Students who are prepared for AP CSA have solid algebra and logic skills, but do NOT need to have ANY coding experience. Students will be expected to ask questions, drive their learning, complete application projects and challenge themselves.

**LABORATORY SCIENCES****SC 12****EARTH & SPACE INTEGRATED SCIENCE**

Offered: Full Year

**Prerequisite:** Teacher Recommendation

This course is designed to support students in future high school courses. We will practice the skills necessary to be successful in high school science by working on scientific reading, graphing, mathematical reasoning and lab procedures. Course work will be completed in class. Course will be assigned based on teacher recommendation.

**SC 22****BIOLOGY**

Offered: Full Year

By studying biology, we can learn about how we influence and are influenced by the living world around us. In this course we cover roughly four units as we investigate life from its smallest units (Cells, Genetics) to the Earth's larger living systems (Evolution, Ecology). In addition to teaching biological concepts, this course aims to develop students' abilities to apply knowledge and systems-level thinking in order to answer big questions and solve problems.

**SC 25 BIOLOGY IN AGRICULTURE****Offered: Full Year****Equivalent to Biology SC 22****CTE or Science credit**

This course integrates biological science practices as it relates to agriculture. This class utilizes the same standards and content as Biology class, just with hands on experience of life science based on real world experiences of agriculture. This biology course is separated into four roughly equal units: cells, genetics, evolution and ecology. As we learn together, you'll gain a deeper appreciation for the living world around you. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization

**SC 11 PHYSICAL SCIENCE****Offered: Full Year****Prerequisite: Biology or Biology AG or equivalent**

Physical Science provides an introduction to the fundamental principles of Physics and Chemistry through a variety of laboratory experiments and classroom activities. Topics include Thermodynamics, Properties of Matter, Chemical Bonds, Wave dynamics and Basic Mechanics. This is supplemented with extensions into science basics, science literacy and applications like astronomy and mechanical engineering. Students can expect a variety of individual and group activities throughout the year.

**SC 15 PHYSICAL SCIENCE IN AGRICULTURE****Offered: Full Year****Equivalent to Physical Science SC11****CTE or Science credit****Prerequisite: Biology or Biology AG or equivalent**

This class utilizes the same standards and content as the Physical Science class, just with hands on experience of life science based on real world experiences of agriculture. Using agriculture as the learning vehicle, this course emphasizes the principles, standards, central concepts and interrelationships in the physical science education. Some of the different activities students will be doing for this class are: wind turbines to learn about energy, work, power and wiring to making hand warmers. Course standards are aligned with Washington State Academic Learning Standards and the class still prepares you for later science classes both in High School and after. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization.

**SC 31 CHEMISTRY****Offered: Full Year****Prerequisites: Two high school science credits and enrolled in Algebra II or higher**

Chemistry is a college preparatory course that begins to explain matter. How it is connected to life on earth and how it is supported by an understanding of physics. Students who take chemistry are usually planning to attend a 2 or 4-year college where they will be expected to take science classes no matter their major. Students who do best in chemistry genuinely want to learn new ideas, not merely turn work in. Students who are prepared for chemistry are those who mastered a fair amount of the concepts in Algebra-I, Physical Science and Biology. Students will be expected to ask questions, drive their learning, complete application projects and challenge themselves. Honors level work may be available to students in Chemistry. The instructor will provide information early in the course.

**SC 34 NATURAL RESOURCES****Offered: Full Year****Prerequisite: Junior/Senior & Two high school science credits**

Explore and investigate the interrelationships of the natural world, identify and analyze environmental problems, both natural and human-made, evaluate the relative risks associated with these problems and examine alternative solutions for resolving and/or preventing them. Participate in hands-on, laboratory and field investigations to apply scientific principles, concepts and methodologies in order to better understand our natural systems and to critically think about environmental issues and potential solutions.

**SC 40****AP CHEMISTRY****Offered: Full Year****Prerequisite:** Two high school science credits and enrolled in Honors Algebra II or higher

AP Chemistry is a college-level introductory course that delves into the broad topics of chemistry. Students who take AP Chemistry are usually planning to attend a 2 or 4-year college and sit the AP Chemistry Exam. Students who do best in AP Chemistry genuinely want to learn new ideas, will attempt to solve problems on their own and will actively seek feedback and help. Students who are prepared for AP Chemistry are those who mastered most to all of the concepts in Algebra-I, Physical Science and Biology. Students will be expected to ask questions, drive their learning, solve very complex problems and challenge themselves.

**SC 41****PHYSICS****Offered: Full Year****Prerequisite:** Completion of Algebra II or higher

The most effective means to understand Physics principles is through experimental learning. Students will learn the basic principles of mechanics, electromagnetism, wave mechanics and thermodynamics, in an interactive environment. Emphasis is placed on graphic and numerical analysis, group discussion and project based labs. Concurrent enrollment in Precalculus or Calculus is recommended.

**SC 42****HUMAN BIOLOGY (ANATOMY/PHYSIOLOGY)****Offered: Full Year****Prerequisite:** Biology & Chemistry

This is a one-year lab science course designed for students interested in a career in advanced biological, veterinary and health sciences. This lecture-heavy course includes an intensive study in human anatomy and physiology, the structure and function of tissues and organ systems, as well as possible disorders of these systems. The lab portion of the course will include a comparative anatomy dissection, various research projects, microscopy and physiology experiments.

**SC 35****PLANT SCIENCE I****(Fee Required) Offered: Full Year  
CTE or Science credit****Prerequisite:** Junior/Senior Level Class*College credit may be available*

Plant Science I class provides students with a practical understanding of plant morphology, anatomy and growth of plant crops. Students will develop the knowledge needed to understand plants, their processes and greenhouse management through the use of inquiry and application. Students will apply the knowledge and skills learned in the classroom in our greenhouse. Standards are aligned with Washington State Academic Learning Standards. Students will have the opportunity to earn college credit through Walla Walla Community College through this class. To receive college credit, students must earn an A or B in this course along with completion of a portfolio. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization. To receive college credit, students must earn an A or B in this course. Credit is only available for either Plant Science I or II, not both. Instructor will provide registration information for college enrollment.

**SC 38****ANIMAL SCIENCE***Next Offered 2023-24***Offered: Full Year  
CTE or Science credit****Prerequisite:** Junior/Senior OR Two Science Credits*College credit may be available*

This course offers students the opportunity to further explore the animal science field. Students will be exposed to the world of animal science through class discussion, inquiry based labs, indoor/outdoor activities and field trips. Students will utilize science knowledge and skills to develop solutions to real world problems. Subjects emphasized are biological systems and animal management systems with a strong emphasis on veterinary sciences. Medical terminology, discussion of animal issues and & problem solving will also be heavily emphasized. Students will have the opportunity to earn college credit through Walla Walla Community College through this class. To receive college credit, students must earn an A or B in this course. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization.

**SC 45 PLANT SCIENCE II***(Fee Required)* **Offered: Full Year****Prerequisite: Plant Science I****CTE or Science credit***College credit may be available*

This course is designed to provide students with an advanced practical experience in the horticultural industry. Classroom work will be combined with projects in the greenhouse along with floral design. Golf and turf grass management, as well as, landscaping will also be introduced. Plant identification and propagation will continue to be an emphasis in this class. Students will also learn about marketing, selling, pricing and communication skills in the horticulture settings. Through this class, students will have the opportunity to learn leadership skills and participate in the FFA club/organization. To receive college credit, students must earn an A or B in this course. Credit is only available for either Plant Science I or II, not both. Instructor will provide registration information for college enrollment.

**SC 47 VETERINARY SCIENCE***Offered Every Other Year***Offered: Full Year****Prerequisite: Junior/Senior & Two Science Credits- Must include a Biology****CTE or Science credit***College credit may be available*

This laboratory science course will focus on animal health, animal pathology and animal production. Topics include animal anatomy and systems dissections, medical terminology, animal behavior, handling techniques, advanced nutrition, disease pathology and disease control, safety and sanitation in the animal laboratory and animal reproductive anatomy and breeding programs. Students will be responsible for the demonstration of skills and competencies through labs, scientific research and assessment of classroom projects. Students must be able to work in a team/group environment and be able to stay focused and self-directed. Upon successful completion of the program, optional testing is available for students to become a Certified Veterinary Assistant Level 1. Students will have the opportunity to earn college credit through Walla Walla Community College through this class. To receive college credit, students must earn an A or B in this course.

**TI 38 AP COMPUTER SCIENCE A****Offered: Full Year****Prerequisite: Junior/Senior & Enrolled in Algebra II or higher CTE or Science or Math (beyond Geometry) credit**

AP Computer Science A is a college-level introductory computer science course. Students cultivate their understanding of coding in Java through analyzing, writing and testing code as they explore concepts like modularity, variables and control structures. Students who take AP CSA are usually planning to attend a 2 or 4-year college and will sit the AP CSA exam in the spring. Students who do best in AP Computer Science genuinely want to learn new ideas and how to code. Students who are prepared for AP CSA have solid algebra and logic skills, but do NOT need to have ANY coding experience. Students will be expected to ask questions, drive their learning, complete application projects and challenge themselves.



# SOCIAL STUDIES

## **SS 12                      WASHINGTON STATE HISTORY                      GRADUATION REQUIREMENT**

Those who did not take Pacific Northwest History or Washington State History in middle school will meet this state requirement by taking Civics in their senior year. The course includes a brief look at the geologic history of the Northwest, a chronology of Northwest history (primarily Washington), from Native American cultures through the present, units on regional economics as well as state and local government.

## **SS 23                      CONTEMPORARY WORLD HISTORY                      Offered: Full Year**

Contemporary World History is designed to help students understand today's world by examining the social, economic, political, religious, military, scientific and cultural developments from the beginnings of the modern era (1500) to specific current world issues. Emphasis will be given to both western and non-western societies.

## **SS 24                      AP EUROPEAN HISTORY/CONTEMPORARY WORLD PROBLEMS                      Offered: Full Year** *College credit may be available*

This two-semester college-level course will develop students' knowledge about global history from 1450 to the present. In addition to exploring European and World culture, students will develop historical thinking skills including analyzing primary and secondary sources, developing historical comparisons and arguments and expressing critical thinking and understanding in writing. If successfully completed, this course will fulfill the 10<sup>th</sup> grade World History social studies requirement. The requirements for earning college credit will be provided in writing by the instructor at the beginning of the course. Students taking this course for just high school credit will not be required to pay any college level tuition or fees. Enrolling in any College in the High School program for both high school and college credit automatically starts an official college transcript regardless of a student's performance in the course. *See Appendix D for more information.*

## **SS 32                      U.S. HISTORY                      Offered: Full Year**

This course is a survey of American history and government from the colonial period to the present. Special emphasis will be placed on the concept of federalism, the Supreme Court and the legal system, the balance between rule by the majority and the protection of individual rights, roots to the current world political struggle and the evolution of the current interpretation of the Constitution.

## **SS 39                      AP U.S. HISTORY                      Offered: Full Year**

This course is a chronological, in-depth study of U.S. history designed to prepare students to take the Advanced Placement exam in May. It will require a considerable amount of reading, timed writing, analytical thinking and memorization from students. The course will emphasize the skills to succeed on the three main components of the AP test; answering multiple choice questions from the entirety of U.S. history, writing timed essay responses to AP prompts and writing responses to document-based questions (DBQs).

## **SS 44                      ECONOMICS                      Offered: Full Year or Semester** **Prerequisite: Junior/Senior                      CTE or Social Studies credit**

This course focuses on the study of business and consumer decision making and its relationship with the economy and politics. Course will also cover production, conservation and allocation of resources in conditions of scarcity, together with the organizational frameworks related to microeconomics and macroeconomics. Included are; comparative economic systems, money and banking systems, international economics, quantitative analytical methods, applications to specific industries and public policy issues. Students will also participate in a stock market game which will let them research and buy and sell stocks as if they were an individual investor or stock broker. Students enrolled in marketing classes will be eligible to participate in DECA, a national student organization sponsoring regional and national marketing competitions. This course will also address state financial literacy requirements.

**SS 43                      INTRODUCTION TO PSYCHOLOGY****Offered: Full Year****Prerequisite:      Junior/Senior***College credit may be available*

This two-semester class is a survey of the major principals of psychology with an emphasis on the scientific nature of contemporary psychological investigation. Topics include; the history of psychology, research methods, behaviorism, human development, the biology of behavior, altered states of awareness, sleep and dreams, sensation and perception, stress and adjustment, learning, memory, cognition, motivation, emotion, social psychology and dysfunctional behavior and its therapies. Students will be prepared to take the AP Psychology exam in May, if desired. The requirements for earning college credit will be provided in writing by the instructor at the beginning of the course. Students taking this course for just high school credit will not be required to pay any college level tuition or fees. Enrolling in any College in the High School program for both high school and college credit automatically starts an official college transcript regardless of a student's performance in the course. *See Appendix D for more information.*

**SS 47                      CIVICS****Offered: Semester****REQUIRED COURSE FOR ALL SENIORS****GRADUATION REQUIREMENT**

A review of the U.S. Constitution, a study of the Washington State Constitution, a look at Pullman city government and a study of the rights and responsibilities of citizens at all levels of government. Electoral issues which include full instruction on party affiliation and spectrum, mock elections and simulated democratic processes at national, state and local levels. Civic Engagement covering service learning projects and concrete efforts to engage the rights and responsibilities of students in national, state and local communities beyond the political system. Regular practices will include reading and discussion of key documents of our government structure, of political/electoral culture, of current journalism and social media and participation in surveys, mock elections, school improvement drives, community projects and various forms of civic engagement on the school, community, state, national and international levels.

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## **WORLD LANGUAGES**

The World Language Department provides all students with the opportunity to learn the languages and study the cultures of the French and Spanish speaking world. The ability to communicate in another language and to appreciate other cultures is a broadening experience, which contributes to personal fulfillment, cultural literacy and global vision. Two years of world language is a state graduation requirement unless a student is following a Personal Pathway. Two or more years of the same world language study are required for entrance into many colleges and universities. Knowledge of a world language is helpful and rewarding for those considering work in an international or bilingual environment, for the military, or for those who have future study abroad or travel plans. Any student who plans to attend a college or university after high school graduation should consider the following points:

1. Many undergraduate programs, for example, those offered by the College of Arts and Sciences at Washington State University, require study of a world language before a degree is granted. It may be to the student's advantage to begin his/her world language in high school in order to facilitate the meeting of college graduation requirements.
2. Many graduate programs require world languages prior to completion of graduate degrees. Again, it may be to the student's advantage to begin that study at the high school level.
3. A student who has specific career goals should check with professionals in the field, the guidance counselors, or directly with colleges and universities for specific language requirements in the areas of her/his interest.
4. All four year colleges and universities in Washington require at least two years of a world language for admission. Some schools and honor programs require a longer sequence of world language study

**Students must earn a grade of C or better and/or have a teacher permission to continue the sequential study of the language. This applies to both movement between semesters and between school years.**

## FRENCH

### **FR 10**

### **FRENCH I**

**Offered: Full Year**

This is an introductory course for students interested in learning to understand, speak, read and write the French language. Emphasis is on building vocabulary and introducing the basic language structures necessary to communicate in practical situations. Students interact first in phrases and then in complete sentences, leading to oral dialogues and written paragraphs. Students will develop a general knowledge of the French-speaking world while studying the culture and geography of France in particular.

### **FR 20**

### **FRENCH II**

**Offered: Full Year**

**Prerequisite: FR 10**

This course builds upon the skills developed in French I. Emphasis is on mastery of basic grammar skills along with continued proficiency in speaking, reading and writing skills. Students will explore the cultures and current events of the francophone world through literature, film, presentations and projects while making connections with other disciplines.

### **FR 30**

### **FRENCH III**

**Offered: Full Year**

**Prerequisite: FR 10 & FR 20**

*College Credit May Be Available*

This course will increase students' ability to communicate in authentic oral and written contexts and build confidence in the use of French through connections with literature, history and the arts. Two years of classroom French and/or teacher approval are required for this class. The requirements for earning college credit will be provided in writing by the instructor at the beginning of the course. Students taking this course for just high school credit will not be required to pay any college level tuition or fees. Enrolling in any College in the High School program for both high school and college credit automatically starts an official college transcript regardless of a student's performance in the course. *See Appendix D for more information.*

### **FR 40**

### **AP French Language and Culture (FRENCH IV)**

**Offered: Full Year**

**Prerequisite: FR 30**

French IV & AP French Language and Culture is a comprehensive review of the French language through literature, media and linguistic interaction. Emphasis is placed on listening, speaking, reading and writing with an advanced level of proficiency. This class is conducted entirely in French and serves as a preparation for the AP exam in French language and culture.

### **FR 50**

### **FRENCH V French Civilization and Literature**

**Offered: Full Year**

**Prerequisite: FR 40**

This course concentrates on in-depth study of French Civilization through French language essays, novels, short stories, poems, plays, films, graphic novels and other culture artifacts of the French language and of the countries where it is spoken. Students who enroll must meet the prerequisites and receive teacher permission.

## SPANISH

### **SP 10**

### **SPANISH I**

**Offered: Full Year**

This is an introductory course for students interested in learning to understand, speak, read and write the Spanish language. Emphasis is on building vocabulary and introducing the basic language structure necessary to communicate in practical situations. Students interact first in phrases and then in complete sentences, leading to oral dialogues and written paragraphs. Students will develop a general knowledge of the Hispanic speaking world while studying the culture and geography of Spain and Latin America

### **SP 20**

### **SPANISH II**

**Offered: Full Year**

**Prerequisite:** SP 10

This course builds upon the skills developed in Spanish I. Emphasis is on mastery of basic grammar skills along with continued proficiency in speaking, reading and writing skills. Students will explore the cultures of Spain and Latin America through internet searches, presentations and projects while making connections with other disciplines.

### **SP 30**

### **SPANISH III**

**Offered: Full Year**

**Prerequisite:** SP 20 with at least a "B" or teacher's recommendation

This course will increase students' ability to communicate in authentic oral and written contexts. They will build confidence in the use of Spanish through connections with culture, history and art. Students will explore current events of the Hispanic world through literature, film and internet searches while making connections with other disciplines.

### **SP 40**

### **SPANISH IV**

**Offered: Full Year**

**Prerequisite:** SP 30

The course will broaden a student's knowledge and command of the Spanish language. The focus in this class is to increase fluency in communication, reading and writing at the advanced level. Skills will be refined through connection with other disciplines, as well as comparisons of language and cultures in authentic contexts. Students will read literature works and plays by Peninsular and Latin American authors. In addition, they will access current world situations and news.

## **PULLMAN SCHOOL DISTRICT MISSION STATEMENT**

### **Ensuring Learning While Challenging and Supporting Each Student to Achieve Full Potential**

Teachers and Students, working together with the community, will continue to develop a quality school, which will:

1. Encourage students to think independently and to use their minds well.
2. Develop respect for others and understand the value of diversity.
3. Encourage students and teachers to take risks in an environment where they can collaborate and learn from each other in a positive learning climate of spirit and comradeship.
4. Academically prepare students to be productive through mastery and achievement in essential skill and knowledge areas as well as pursuing their individual learning needs.
5. Provide each student with a sense of accomplishment, community and confidence to pursue personal and career goals.

**The Family Educational Rights and Privacy Act (FERPA)**, a Federal law, requires that school districts, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, school districts may disclose appropriately designated "directory information" without written consent, unless the parent advised the school district to the contrary. The primary purpose of directory information is to allow the school district to include this type of information from your child's education records in certain school publications. Examples include: a playbill, showing your student's role in a drama production; the annual yearbook; honor roll or other recognition lists; graduation programs; and sports activity sheets, such as for wrestling, showing weight and height of team members. Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories—names, address and telephone listings—unless parents have advised the school district that they do not want their student's information disclosed without their prior written consent.

The Pullman School District shall provide equal educational opportunity and treatment for all students in all aspects of the academic and activities programs without regard to race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation (including gender expression or identity), marital status, the presence of any sensory, mental or physical disability, participation in the Boy Scouts of America or the use of a trained dog guide or service animal by a person with a disability. The district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. District programs will be free from sexual harassment.

The following employee has been designated to handle questions and complaints of alleged discrimination: Roberta Kramer, Assistant Superintendent, Pullman School District Administrative Offices, 240 SE Dexter Street, Pullman, WA 99163, 509.332.3144, [rkramer@psd267.org](mailto:rkramer@psd267.org). Applicants with disabilities may request reasonable accommodations in the application process by contacting the Personnel Coordinator at (509) 332-3584.

Pullman School District  
Affirmative Action Officer  
Title IX/Sex Equity Compliance Officer  
504/ADA Compliance Officer



## Appendix A – Fee List

### FEE LIST 2022/2023

Yearbook	\$60
ASB card (must have to participate in sports, band & clubs)	\$30
Art	\$25/semester/per class
Band/Jazz Band	\$20
Metals	\$20
Woods	\$20
Computer Drafting	\$20
Textiles and Apparel	\$15
Plant Science 1 & 2	\$10
Foods & Nutrition	\$15
Culinary Arts	\$15
Sports Medicine 1 & 2	\$15
Advanced Lifetime Fitness (Sr. Only)	\$40
Freshman P.E. Lock (useable for 4 years)	\$5

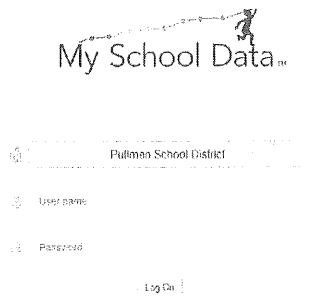
The following club dues may be paid at registration:

FFA	\$25
Key Club	\$15
Dance Team	\$10
DECA	\$25
JSA	\$10
Weights (After School/Summer)	\$50
Art Club	\$10

## **Appendix B – High School & Beyond Plan**

## High School and Beyond Plan access and update instructions - Chrome

- Address: <https://myschooldata.wsipc.org/Account/LogOn>
- Look at screen shot – select Pullman School District from pulldown menu or type “Pullman School District
- User name is your **Skyward login** information used for Family Access - cannot be parent login, must be student login.
- Password is your Skyward login information – if you cannot access your Skyward account please click on "forgot password" to see if the reset link will work. If not, talk to one of the offices to get it reset. The My School Data only updates at night so you will not get immediate access to this site until the following day.



- Choose the **High School & Beyond** pulldown arrow – Student Plan.
- On the left select **Student Profile** -- add information by answering each questions.
  - a. Who Am I – **YELLOW AREA** (Junior at PHS or RST student, etc.)
  - b. What Can I Become – **GREEN AREA** (Biomedical degree or certificated welder, etc.)
  - c. How Will I Become That – **BLUE AREA** (attend 4-year university – WSU or tech program)
- Choose the **My Goal** area – **My Goals**
  - a. Enter your Career Interest area – three choices
  - b. Areas will populate depending on your responses – please answer all areas in this section.
  - c. Enter your Plan for after you graduate High School – use the pull-down carrot
  - d. Enter your Preferred Colleges – best guess
  - e. Enter your Preferred Areas of Study
- Choose the **How Will I Get There** - you can enter PSAT or ACT or SAT or AP test scores and you can document Financial Planning; you can see your State Assessment Results; and you can document various Experiences. Personalized Pathway items can be recorded.
- Choose **Four Year Course Plan** – here you will see the courses you have completed, the ones you are currently enrolled in and you can enter the courses you plan to take throughout high school. This information comes from your class history information on your transcript. To add or plan the courses you will take during high school fill in each subject area using the plus sign in the lower right corner of each subject area. Also, click and drag the courses to the area you want them to fulfill.
- Spend a little time looking at the **Other Graduation Information** which includes additional elements needed for graduation – Exams – High School and Beyond Plan – WA History – Graduation Pathways and counselor review information ---- if you find an error, contact your counselor.

When your My School Data portal and your High School and Beyond Plan have been updated email your counselor so they can endorse your information.

Mr. Baldeck ~ Special Education ~ [ebaldeck@psd267.org](mailto:ebaldeck@psd267.org) OR

Ms. Kile ~ A-K ~ [dkile@psd267.org](mailto:dkile@psd267.org) ... OR

Ms. Evermann ~ L-Z ~ [kevermann@psd267.org](mailto:kevermann@psd267.org) .

[https://phs.pullmanschools.org/counseling\\_center/high\\_school\\_and\\_beyond\\_plan\\_w\\_o\\_i\\_s](https://phs.pullmanschools.org/counseling_center/high_school_and_beyond_plan_w_o_i_s)



## **Appendix C – Spring Course Requests/Scheduling**

Every spring, usually in March, Family or Student Access will open Course Requests for the next school year. The following pages have details regarding this upcoming year.

PHS Webpage:

[https://phs.pullmanschools.org/counseling\\_center/next\\_year\\_couse\\_requests](https://phs.pullmanschools.org/counseling_center/next_year_couse_requests)

# 2022/23 PHS Classes

## English Department

Survey of Literature (Fr)  
 Historical Literature & Composition (Soph)  
 American Literature & Composition (Jr)  
 World Literature & Composition (Sr)  
 AP Language & Composition (Jr/Sr)  
 AP Literature & Composition (Jr/Sr) (Not Avail 22-23)  
 English Language Development I, II, III

## Fine Arts Department

### Art

Design Studio  
 Drawing  
 Ceramics  
 Painting  
 Independent Study in Art (Jr/Sr)  
 Advanced Placement Studio Art (Sr)

### Media/Graphic Arts

Multi-Media Production  
 Advanced Video (Soph/Jr/Sr) (Not offered 2022-23)  
 3D Modeling & Video Game  
 Design/Programming  
 New Media (Soph/Jr/Sr)  
 Digital Photography (Soph/Jr/Sr)  
 AP Studio Art:2D Design Photography (Jr/Sr)

### Music Instrumental

Concert Band  
 Blue Orchestra (Zero Period)  
 Gray Orchestra (Fr)  
 Jazz Band (Zero Period)  
 Guitar

### Music Vocal

Concert Choir  
 Treble Triad (Zero Period)  
 Advanced Ensemble

### Drama (not offered 2022-23)

## Health/PE Department

Health and Fitness I (Fr)  
 Fitness II - Lifetime Fitness/Sport (Soph/Jr/Sr)  
 Fitness II Yoga (Soph/Jr/Sr)  
 Fitness II Cardio Fitness (Soph/Jr/Sr)  
 Strength Training (Soph/Jr/Sr)  
 Advanced Personal Wellness (Sr)  
 Advanced Lifetime Fitness (Sr)

## Library

Library Science I  
 Advanced Library

## Math Department

Pre-Algebra  
 Algebra I  
 Integrated Mathematics  
 Geometry  
 Statistics & Algebraic Concepts  
 Honors Stats & Algebraic Concepts  
 Algebra II  
 Honors Algebra II  
 Mathematical Modeling  
 Pre-Calculus  
 Calculus  
 AP Computer Sci A (Sr Only)

## Science Department

Earth & Space Integrated Science  
 Biology in Agriculture (Fr)  
 Biology (Fr)  
 Physical Science (Soph)  
 Physical Science in Ag (Soph)  
 Animal Science (Jr/Sr)(not offered 2022-23)  
 Plant Science I and II (Jr/Sr)  
 Natural Resources (Jr/Sr)  
 Chemistry (Jr/Sr) (AP and Honors Option)  
 Physics  
 Human Biology  
 AP Computer Science A (Jr/Sr)  
 Veterinary Science (Jr/Sr)

## Social Studies Department

Contemporary World History (Soph)  
 AP European History (Soph)  
 US History (Jr) (AP Option)  
 Economics (Jr/Sr)  
 Psychology (Jr/Sr)  
 Civics (Sr - Semester)

## World Language Departments

French I, II, III, IV (AP) and V  
 Spanish I, II, III, and IV

## Career & Technical Education (CTE)

### Agriculture

Biology in Agriculture (Fr)  
 Physical Science in Ag (Soph)  
 Animal Science (Jr/Sr)(not offered 2022-23)  
 Ag Communications (Jr/Sr)  
 Plant Science I and II (Jr/Sr)  
 Veterinary Science (Jr/Sr)

### Media/Graphic Arts

Multi-Media Production  
 Advanced Video Production (Soph/Jr/Sr)  
 (Not offered 2022-23)  
 3D Modeling &  
 Video Game Design/Programming  
 New Media (Soph/Jr/Sr)  
 Digital Photography (Soph/Jr/Sr)  
 AP Studio Art:2D Design Photography (Jr/Sr)

### Business Education

Marketing & Entrepreneurship  
 Marketing & Operations (Soph/Jr/Sr)  
 Economics (Jr/Sr)  
 Accounting I and II (Independent) (Jr/Sr)  
 Yearbook  
 Career Choices & Financial Literacy (Sem)(Sr)  
 Leadership I & II

### Drafting

Computer Aided Drafting I and II

### Family & Consumer Studies

Foods and Nutrition  
 Culinary Arts (Soph/Jr/Sr)  
 Textiles & Apparel  
 Careers in Education (Soph/Jr/Sr)

### Welding

Metal Shop I, II, and III  
 Individualized Metal Shop

### Woodshop

Woodshop I, II, and III  
 Advanced Woodshop

### Sports Medicine I & II (Soph/Jr/Sr)

### STEM Technology

AP Computer Science A (Jr/Sr)  
 Engineering Essentials

### Work Site Learning (Jr/Sr)

## Other

Office or Teacher Aide (Jr/Sr)

Running Start WSU

Running Start Spokane Falls Community

## Individual Education Plan

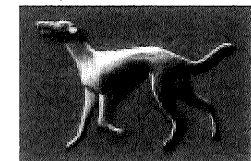
Daily Living Skills  
 Academic Skills  
 Employment Skills  
 Community Work Experience

## Resources

Many courses require pre-requisites, may count for different graduation requirements, qualify for college credit and some have fees or recommend ASB membership. Please see course guide for details.

[PHS Course Guide Link](#)

If you have any questions about your schedule, please contact your guidance counselor based on your last name below.



A-K

Deanna Kile [dkile@psd267.org](mailto:dkile@psd267.org)

L-Z

Katie Evermann [kevermann@psd267.org](mailto:kevermann@psd267.org)

**Special Education (IEP) students:**

Gene Baldeck [ebaldeck@psd267.org](mailto:ebaldeck@psd267.org)

# **Pullman High School 2022-2023 - Seniors**

**STUDENTS ARE REQUIRED TO SUBMIT ONLINE COURSE REQUESTS BY FRIDAY, MARCH 25TH**

## **Not Returning to PHS**

Please email your Guidance Counselor AND PHS Registrar, Trish Wenger ([pwenger@psd267.org](mailto:pwenger@psd267.org)) to alert them of this change in enrollment. Do not complete any other part of the process below. Thank you!

## **To Request Courses Online**

1. **Go to:** <http://phs.pullmanschools.org/>
2. **Select Skyward Family Access Icon on the PHS main page.**  
Parent or Student access can be used for the registration process.  
If you need your Family Access login contact Mrs. Thompson at the PHS Main Office at 332-1551 or [dthompson@psd267.org](mailto:dthompson@psd267.org)
3. **Once logged into Family Access:**
  - Choose **"Schedule"** (blue column on left side of screen)
  - Click on **"request courses for 2022-23"** (middle top right of screen)
4. **Adding Courses**  
Scroll through courses in left column list, select course by highlighting course from list, and click on **"Add course"**.  
Most courses will be a full year. Make sure Sem 1 (.1) & Sem 2 (.2) appear for full year courses. If adding a semester only course, please make sure you select another semester only course.
  - **English** - World Literature and Composition **OR** AP English Language and Composition
  - **Social Studies** – Civics (required semester) **AND** one Social Studies semester elective
  - **Math** - Determined by current math teacher. (Will be entered by math teacher)
  - **Choose 3 Electives** – Select Career Choices (required for one semester) and 2.5 more electives.
  - **If you need to remove a course:** Highlight course on right side of screen and click remove request.
5. **Add two Alternate Elective Requests:** Click on **"Request Alternates"** tab.  
Using the same method as **Step 4**, enter 2 more full year electives (this should equal four semesters).
  - Review PHS Requirements to make sure you will be eligible for graduation.
  - **Electives selected impact college admission requirements (such as World Languages).** Please refer to the Course Guide for details. [PHS Course Guide Link](#)
  - **Science courses** can be continued as an elective
  - If you select **Teaching Aide (TA)** for elective or alternate, you must fill out a permission form and submit to your Guidance Counselor. Go to PHS Website/Counseling Center/Academics/Spring Course Requests or [Click here for form](#).
  - **Running Start**
    - [See Website](#) or email your guidance counselor for enrollment process.
    - Put in **FULL** PHS schedule **AS IF** you are **NOT** in Running Start

*Courses will only be scheduled if there are enough student requests to fill a class. If a class is pulled from the schedule, students will be assigned an alternate course by the guidance counselor. Students are required to select alternate course choices for each elective. If you do not choose an alternate and cannot get into your first choice classes, your guidance counselor will choose courses for you based on graduation requirements and your High School and Beyond Plan.*

**ZERO PERIOD – full year courses** - Please email your Guidance Counselor if interested in a zero period course.

Jazz Band **OR** Treble Triad **OR** Blue Orchestra

**Questions?** Email your Guidance Counselor, based on last name

**A-K** Deanna Kile [dkile@psd267.org](mailto:dkile@psd267.org)

**L-Z** Katie Evermann [kevermann@psd267.org](mailto:kevermann@psd267.org)

**Special Ed (IEP)** Gene Baldeck [ebaldeck@psd267.org](mailto:ebaldeck@psd267.org)

All forms and the Course Guide are on the PHS Website under **Counseling Center**

# Pullman High School 2022-2023 -Juniors

STUDENTS ARE REQUIRED TO SUBMIT ONLINE COURSE REQUESTS BY FRIDAY, MARCH 25<sup>TH</sup>

## Not Returning to PHS

Please email your Guidance Counselor AND PHS Registrar, Trish Wenger ([pwenger@psd267.org](mailto:pwenger@psd267.org)) to alert them of this change in enrollment. Do not complete any other part of the process below. Thank you!

## To Request Courses Online

1. Go to: <http://phs.pullmanschools.org/>
2. Select Skyward Family Access Icon on the PHS main page.  
Parent or Student access can be used for the registration process.  
If you need your Family Access login contact Mrs. Thompson at the PHS Main Office at 332-1551 or [dthompson@psd267.org](mailto:dthompson@psd267.org)
3. Once logged into Family Access:
  - Choose “Schedule” (blue column on left side of screen)
  - Click on “request courses for 2022-23” (middle top right of screen)
4. Add course: Scroll through courses in left column list, select course by highlighting course from list, and click on “Add course”. Most courses will be a full year. Make sure Sem 1 (.1) & Sem 2 (.2) appear for full year courses. If adding a semester only course, please make sure you select another semester only course.
  1. Science - Choose a Junior Level Science Course
  2. English - American Literature and Composition **OR** AP English Language and Composition
  3. Social Studies - US History **OR** AP US History
  4. Math - Determined by current math teacher. (Will be entered by math teacher)
  5. Add Two Elective Preferences (full year)
  6. If you need to remove a course: Highlight course on right side of screen and click remove request.
5. Add Alternates Requests: Click on “Request Alternates” tab.  
Using the same method as Step 4, enter two more full year electives (this should equal four semesters).
  - Electives selected impact college admission requirements (such as World Languages). Please refer to the Course Guide for details. [PHS Course Guide Link](#)
  - If you select Teaching Aide (TA) for elective or alternate, you must fill out a permission form and submit to your Guidance Counselor. Go to PHS Website/Counseling Center/Academics/Spring Course Requests or [Click here for form](#).
  - Running Start
    - See Website or email your guidance counselor for enrollment process.
    - Put in **FULL** PHS schedule **AS IF** you are **NOT** in Running Start

*Courses will only be scheduled if there are enough student requests to fill a class. If a class is pulled from the schedule, students will be assigned an alternate course by the guidance counselor. Students are required to select alternate course choices for each elective. If you do not choose an alternate and cannot get into your first choice classes, your guidance counselor will choose courses for you based on graduation requirements and your High School and Beyond Plan.*

**ZERO PERIOD – full year courses** - Please email your Guidance Counselor if interested in a zero period course.

Jazz Band **OR** Treble Triad **OR** Blue Orchestra

**Questions?** Email your Guidance Counselor, based on last name

**A-K** Deanna Kile [dkile@psd267.org](mailto:dkile@psd267.org)

**L-Z** Katie Evermann [kevermann@psd267.org](mailto:kevermann@psd267.org)

**Special Ed (IEP)** Gene Baldeck [ebaldeck@psd267.org](mailto:ebaldeck@psd267.org)

All forms and the Course Guide are on the PHS Website under Counseling Center

# **Pullman High School 2022-2023 - Sophomores**

**STUDENTS ARE REQUIRED TO SUBMIT ONLINE COURSE REQUESTS BY FRIDAY, MARCH 25TH**

## **Not Returning to PHS**

Please email your Guidance Counselor AND PHS Registrar, Trish Wenger ([pwenger@psd267.org](mailto:pwenger@psd267.org)) to alert them of this change in enrollment. Do not complete any other part of the process below. Thank you!

## **To Request Courses Online**

1. Go to: <http://phs.pullmanschools.org/>
  2. Select Skyward Family Access Icon on the PHS main page.  
Parent or Student access can be used for the registration process.  
If you need your Family Access login contact Mrs. Thompson at the PHS Main Office at 332-1551 or [dthompson@psd267.org](mailto:dthompson@psd267.org)
  3. Once logged into Family Access:
    - Choose “Schedule” (blue column on left side of screen)
    - Click on “request courses for 2022-23” (middle top right of screen)
  4. Add course: Scroll through courses in left column list, select course by highlighting course from list, and click on “Add course”. Most courses will be a full year. Make sure Sem 1 (.1) & Sem 2 (.2) appear for full year courses. If adding a semester only course, please make sure you select another semester only course.
    1. Science (choose) - Physical Science **OR** Physical Science in Agriculture
    2. English - Historical Literature and Composition
    3. Social Studies - Contemporary World History **OR** Advanced Placement European History
    4. Math - Determined by current math teacher. (Will be entered by math teacher)
    5. Add Two Elective Preferences (full year)
      - Electives selected impact college admission requirements (such as World Languages).
    6. If you need to remove a course: Highlight course on right side of screen and click remove request
  5. Add Alternates Requests: Click on “Request Alternates” tab.  
Using the same method as Step 4, enter two more full year electives (this should equal four semesters)  
*Courses will only be scheduled if there are enough student requests to fill a class. If a class is pulled from the schedule, students will be assigned an alternate course by the guidance counselor. Students are required to select alternate course choices for each elective. If you do not choose an alternate and cannot get into your first choice classes, your guidance counselor will choose courses for you based on graduation requirements and your High School and Beyond Plan.*
- ZERO PERIOD – full year courses** - Please email your Guidance Counselor if interested in a zero period course.  
Jazz Band OR Treble Triad OR Blue Orchestra

**Questions?** Email your Guidance Counselor, based on last name

**A-K** Deanna Kile [dkile@psd267.org](mailto:dkile@psd267.org)

**L-Z** Katie Evermann [kevermann@psd267.org](mailto:kevermann@psd267.org)

**Special Ed (IEP)** Gene Baldeck [ebaldeck@psd267.org](mailto:ebaldeck@psd267.org)

All forms and the Course Guide are on the PHS Website under **Counseling Center**

# **Pullman High School 2022-2023 - Freshman**

**STUDENTS ARE REQUIRED TO SUBMIT ONLINE COURSE REQUESTS BY FRIDAY, MARCH 25<sup>TH</sup>**

## **Not Returning in the Fall?**

Please email your Guidance Counselor AND PHS Registrar, Trish Wenger ([pwenger@psd267.org](mailto:pwenger@psd267.org)) to alert them of this change in enrollment. Do not complete any other part of the process below. Thank you!

## **To Request Courses Online**

1. **Go to:** <http://lms.pullmanschools.org/>
2. **Select Skyward Family Access Icon on the LMS main page.**  
Parent or Student access can be used for the request process. If you need your Family Access Login, please contact LMS main office at 334-3411
3. **Once logged into Family Access:**  
Choose **"Schedule"** (blue column on left side of screen)  
Click on **"view request for 2022-23"** in Pullman High School (right of screen)
4. **Adding Courses**  
Left side of screen is all course options for Freshman at PHS  
Scroll through courses in left column list, select course by highlighting course from list, and click on **"Add course"**. Most courses will be a full year. Make sure Sem 1 (.1) & Sem 2 (.2) appear for full year courses. If adding a semester only course, please make sure you select another semester only course.
  - **Select a Science course - Biology OR Biology in Agriculture**
  - **English and Health & Fitness will be added for you**
  - **Math class will be added by your current math teacher**
  - **Add two elective requests (full year each)** – see next page for freshman electives offered
    - Electives selected impact college admission requirements (such as World Languages).
  - **If you need to remove a course:** Highlight course on right side of screen and click remove request
5. **Add two Alternates Requests:** Click on **"Request Alternates Tab"**  
Using the same method as **Step 4**, enter two more full year electives.

*Courses will only be scheduled if there are enough student requests to fill a class. If a class is pulled from the schedule, students will be assigned an alternate course by the guidance counselor. Students are required to select alternate course choices for each elective. If you do not choose an alternate and cannot get into your first choice classes, your guidance counselor will choose courses for you based on graduation requirements and your High School and Beyond Plan.*

**ZERO PERIOD** – full year courses Please email your Guidance Counselor if interested in a zero period course.

Jazz Band or Treble Triad

**Questions?** Email your Guidance Counselor, based on your last name

**A-K** Deanna Kile [dkile@psd267.org](mailto:dkile@psd267.org)

**L-Z** Katie Evermann [kevermann@psd267.org](mailto:kevermann@psd267.org)

**Special Ed (IEP)** Gene Baldeck [ebaldeck@psd267.org](mailto:ebaldeck@psd267.org)

Course Guide and other information are on the PHS Website under **Counseling Center**

## ***Freshman Elective Courses for 2022-2023***

### **Full Year Courses**

#### **CONCERT CHOIR**

Concert Choir is open to any student who would like to sing and perform music. Previous singing experience is not needed, and the class covers a wide range of styles. The choir typically performs four to five concerts a year, and takes an annual trip. Attendance at these events is required.

#### **CONCERT BAND**

Musical concepts such as intonation, balance, blend; phrasing, rhythm, musical style and music theory will be explored. Opportunities to play at concerts, field trips, PHS events or games, community events are required but at the instructor's discretion.

#### **ADVANCED ENSEMBLE**

A select vocal ensemble will study vocal jazz, acapella, pop music and other choral techniques. This group travels the Northwest and performs at multiple festivals. Attendance at these performances is required. Bass players, piano players, guitarist and drummers needed yearly. Audition required for all singing and playing members of this ensemble.

#### **GRAY ORCHESTRA**

Open to string players only and must have four or more years playing experience. No audition required. Students will perform regularly throughout the year and will attend a festival or tour, locally or out of town.

#### **GUITAR**

Beginning guitar instruction in playing and reading chords, chord symbols, picking, strumming patterns, reading musical notation, theory and playing chord progressions, and a variety of guitar styles. No previous musical experience is necessary.

#### **SPANISH I/SPANISH II – Prerequisite: Spanish I**

An introductory course for students interested in learning to understand, speak, read, and write the Spanish language. Emphasis is on building vocabulary and introducing the basic language structure necessary to communicate in practical situations.

#### **FRENCH I/FRENCH II – Prerequisite: French I**

An introductory course for students interested in learning to understand, speak, read, and write the French language. Emphasis is on building vocabulary and introducing the basic language structures necessary to communicate in practical situations.

#### **FOODS AND NUTRITION**

Attain basic skills needed to be successful in the kitchen. In addition to food preparation skills, students will learn food safety practices and nutrition and wellness concepts. Students will gain hands on experience doing cooking labs and food science experiments.

#### **MULTIMEDIA PRODUCTION**

This project-based, hands-on course covers a myriad of graphics-related topics, including: digital imaging, graphic design principles, image manipulation, page layout, web design, non-linear video editing, motion graphics, etc.

#### **MARKETING/ENTREPRENEURSHIP**

Introduces real world concepts, skills and underlying business foundations required for the understanding and development of marketing and understanding the entrepreneurial process.

#### **LEADERSHIP I**

Students will study goal setting management, time management, interpersonal communication, presentations, situational leadership styles, conflict resolution, and relationships among groups. Students will provide leadership/management for several varied school events and activities. Participation in activities outside of school is expected.

#### **COMPUTER DRAFTING I**

This course is designed to introduce the following basic computer aided drafting skills: mechanical drafting, technical illustration, architectural drawing. The following programs are used: Autocad (autodesk)/ Rhino/ Solidworks and Mastercam.

#### **METAL SHOP I**

This is an introductory career and technical manufacturing course in welding and metalwork. This course is designed to introduce modern welding skills used in manufacturing.

#### **WOODS I**

This course emphasizes safe use of hand tools and power equipment. This course covers wood identification, joinery, use of power tools, design and print reading and related math.

#### **YEARBOOK**

This two semester course provides excellent workplace skills and experience in copy, design, photography, marketing, and publication within a functioning business. Students must be cooperative, dependable, and organized with the ability to work under pressure to meet strict production deadlines. Outside class time will be necessary.

#### **TEXTILES AND APPAREL**

No experience necessary. Students will learn and utilize construction skills to create a variety of projects throughout the year. You will also learn about the design process, elements of design, fiber characteristics and other subjects in the fashion industry.

#### **3D MODELING & VIDEO GAME DESIGN/PROGRAMMING**

Students initially delve into 3D modeling techniques and workflows. Those skills are then applied to compositing in video, with an emphasis on light effects, particle effects, texturing and rendering.

#### **ENGINEERING ESSENTIALS**

Explore how engineers make a difference and improve lives using modern engineering tools, such as geographic information systems, 3-D solid modeling software, and prototyping equipment. Work on your own and as part of a team to develop solutions to community and global challenges that the next generation of engineers will face!

#### **DESIGN ART STUDIO (Semester Only)**

Design Studio is an introductory course. Composition, color theory, and the design process are emphasized over drawing.

#### **DRAWING**

In this drawing course we will explore the basics of drawing with an emphasis on those things that block us from being able to draw well. The exercises we do will focus on right/left brain theory to unlock the student's ability to perceive and draw what they see for direct observation. If you "can't draw", this is the class for you. If you can draw you will improve your skills. A variety of materials and mixed media techniques will be used.

#### **PAINTING**

In the Painting course we will focus on the basic process of painting including color mixing, color theory, and personal expression. You will produce paintings with acrylic paint, watercolor, and pastels.

#### **CERAMICS**

Clay every day is the routine in this class. Here you will be able to explore ceramic work in a hand building and/or wheel thrown direction.

#### **JAZZ BAND (Zero Period) – Must be enrolled in Concert Band**

The Jazz Band is a select instrumental ensemble. The class does NOT meet daily and only .25 credit is awarded per semester. This group performs many times throughout the year and at various festivals around the Northwest. Attendance at these events is required and the ensemble also participates in all pep band events.

#### **TREBLE TRIAD (Zero Period) – Audition required**

Treble Triad is a select choral ensemble. The class does NOT meet daily and only .25 credit is awarded per semester. Participation in concerts, community events and festivals is required. Piano players also needed.

**Full Course Guide Link – (For full course description)**

## **Appendix D – College in the High School**

French III – Eastern Washington University

AP European History – Eastern Washington University

Psychology – University of Washington

If you think you may be eligible for financial assistance for these courses, please advise your teacher to email Mr. Pollestad with that request.





**Dates and Deadlines  
2021-2022**

Fall Semester (Fall S)		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	September 8th, 2021	October 7th, 2021
Payment Window	November 15th, 2021	December 15th, 2021
Day to Drop without receiving a "W"	November 10th, 2021	
Last possible day to Drop (will receive a "W" on transcript)	November 29th, 2021	
Grading Window	January 28th, 2022	February 15th, 2022

Fall Trimester (Fall T)		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	September 8th, 2021	October 7th, 2021
Payment Window	November 15th, 2021	December 15th, 2021
Day to Drop without receiving a "W"	November 10th, 2021	
Last possible day to Drop (will receive a "W" on transcript)	November 29th, 2021	
Grading Window	December 10th, 2021	December 21st, 2021

Fall Quarter 2		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	November 8th, 2021	December 8th, 2021
Payment Window	February 15th, 2022	March 15th, 2022
Day to Drop without receiving a "W"	January 10th, 2022	
Last possible day to Drop (will receive a "W" on transcript)	January 28th, 2022	
Grading Window	March 18th, 2022	March 29th, 2022

Winter Trimester (Winter T)		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	January 14th, 2022	January 26th, 2022
Payment Window	February 15th, 2022	March 15th, 2022
Day to Drop without receiving a "W"	February 17th, 2022	
Last possible day to Drop (will receive a "W" on transcript)	March 2nd, 2022	
Grading Window	March 16th, 2022	March 23rd, 2022

SEE NEXT PAGE  
→

Other Important Dates		
	First Date Available	Last Date Available
Course Confirmation Forms for 2022-2023	January 2nd, 2022	March 1st, 2022

Spring Semester (Spring S)		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	January 3rd 2022	March 16th, 2022
Payment Window	May 15th, 2022	June 15th, 2022
Day to Drop without receiving a "W"	April 18th, 2022	
Last possible day to Drop (will receive a "W" on transcript)	June 1st, 2022	
Grading Window	June 3rd, 2022	June 15th, 2022

Spring Trimester (Spring T)		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	March 24th, 2022	April 4th, 2022
Payment Window	May 15th, 2022	June 15th, 2022
Day to Drop without receiving a "W"	May 2nd, 2022	
Last possible day to Drop (will receive a "W" on transcript)	June 1st, 2022	
Grading Window	June 6th, 2022	June 15th, 2022

Spring Quarter		
Registration Process	First Date Available	Last Date Available
Application and Registration Period	April 11th, 2022	May 5th , 2022
Payment Window	May 15th, 2022	June 15th, 2022
Day to Drop without receiving a "W"	May 31st, 2022	
Last possible day to Drop (will receive a "W" on transcript)	June 8th, 2022	
Grading Window	June 15th, 2022	June 24th, 2022

Other Important Dates		
	First Date Available	Last Date Available
New Instructor Applications for 2022-2023	June 21st, 2021	June 1st, 2022

\$375.00  
PHS REGISTERS

## 2020 Eastern Washington University College in the High School Credit Option

Hello Parents of AP European Students,

Students enrolled in 10<sup>th</sup> grade AP European History have the option of signing up for College Credit through Eastern Washington University's College in the High School program. The AP course fulfills all requirements for EWU's History 105 class, and uses all required elements such as textbook, assessments, evaluation, and grading. Note, this is not connected with the AP test or the College Board.

**Requirements:** Students must be enrolled in the class the entire year. They will receive the same grade from the EWU that is attained in the AP class.

**Cost:** The fee is \$ 325 for a 5 credit Western Heritage, 18th Century to the Present history class.

**Process:**

- Students must complete a basic orientation (this can be found on google classroom, on the accompanying EWU course registration process sheet or by typing in this link <http://ewu.edu/highschool>).
- On **Monday February 10<sup>th</sup>** the class will complete the **application process**, but this cannot be completed unless you do the orientation. If you want to see the application, please go to [ewu.edu/chis](http://ewu.edu/chis).
- **Payment:** Unlike other college in the high school classes we offer at PHS **we cannot accept payment for this class**. The payment goes directly through EWU. I have included the "How to Pay your Bill" EWU handout for you to have an idea of the different ways you can pay for the class.

Attachments: All attachments can be found on google classroom, but I have included

- The EWU **Course Registration Process** Handout
- EWU **Important Dates** Handout
- The EWU **Parent Welcome Letter**
- And the **How to Pay your Bill** Handout

We have many students that have expressed interested in the college credit but the **Course Registration form** that is emailed and completed by the students after the application process generates the class list for the course.

Thank you and if you have any questions you can email me at [dkeogh@psd267.org](mailto:dkeogh@psd267.org) or call at 332-1551.

Declan Keogh

# UW IN THE HIGH SCHOOL

## Student Registration Fact Sheet

### PROGRAM OVERVIEW

Through the UW in the High School (UWHS) program, your high school teacher is offering an official UW course that is eligible for UW credit. This course takes place in the high school classroom, and your teacher follows the same curriculum as used on the UW campus. In addition to earning high school credit for this UW course, you also can register through UWHS to earn UW credit at a much-reduced cost.

### BENEFITS FOR STUDENTS

- Engage in challenging university courses in your high school classroom.
- Earn UW credits that are widely transferrable to other colleges and universities across the country. Through hard work, more than 90% of students successfully earn UW credit that can be applied towards a degree.
- Save money on college credits: the cost for a 5-credit course through UWHS is less than 1/4 of the cost of the same course and credits on campus.
- Establish a permanent UW transcript, which is a record of your UW courses, grades, and credits.
- Access the UW library system, in-person and online.

### STUDENT ELIGIBILITY

- Students in grades 9, 10, 11, and 12 are eligible to register for UW credit.
- Students should be dedicated and ready to spend a considerable amount of study time outside of the classroom.
- Students should have a B+ average in the subject area or permission of the teacher and have completed any prerequisite coursework. Please refer to the course descriptions on the UWHS website: [uwhs@uw.edu](http://uwhs@uw.edu).
- Students should understand the responsibility that comes with registering for UW credit and the policies of the UWHS program.
- Registration for UW credit is optional; students can choose to not register for UW credit and still receive high school credit for the course.



### STUDENT PERSPECTIVE

*"I loved the intensity of the class and the feeling of taking a college course. It gives us more responsibility as students and it feels good to pass a college course while still in high school."*

### CONTACT

For questions about registration and payment:

UW Continuum College  
Registration Services  
[c2reg@uw.edu](mailto:c2reg@uw.edu)  
206-543-2310

For other program questions:

UWHS Office  
[uwhs@uw.edu](mailto:uwhs@uw.edu)  
206-543-0692  
[uwhs.uw.edu](http://uwhs.uw.edu)

## UNIVERSITY of WASHINGTON

After registering for UW credit, you will want to be familiar with the following policies, which are also explained in more detail at [uwhs.uw.edu](http://uwhs.uw.edu).

### REGISTRATION CONFIRMATION

- Once your registration has been processed, you will receive a Transaction Summary via email, which serves as the receipt for your payment and confirmation that you have been registered for UW credit. You can find your permanent UW Student ID Number on this document as well.
- If this is your first time registering for a UW course, you will also receive an email containing your UW Student ID Number and Private Access Code. If you do not provide your email address, this information will be sent via mail.
- Keep these emails as they contain the information needed to create your UW NetID. A student's UW NetID provides access to the university's online resources, such as the library system, as well as the student's UW transcript.

### UW NETID

You should establish your UW NetID (University of Washington Network Identification) as soon as possible. To do so, go to <https://identity.uw.edu/new/>, select the "UW Student" identity option and follow the prompts. You will need your student number along with your Private Access Code (PAC). Please check your email and email spam for this information. If you cannot locate the information, call Registration Services at 206-543-2310 to have the information resent to you. Once you have established your NetID, you can connect to MyUW at <http://myuw.washington.edu>, where you can view your unofficial UW transcript for grades and get access to UW library resources including full-text journals, articles and research databases. Your UW NetID is also required to access the end-of-course evaluation that you will receive at the end of your class.

### COURSE DROP/WITHDRAWAL

- The UWHS program has firm deadlines for dropping/withdrawing from one or more UW courses. Depending on how many UW courses you registered for and the length of the courses, you may have limitations on how late into a course you can submit a drop/withdrawal request.
- **Withdrawing from your high school class does not automatically withdraw you from the UW course.** You must make a written request to UW by the deadlines posted on the UWHS website. This action must be taken if you leave the high school course due to a change in schedule or move to another high school or if you will remain in the high school course but do not wish to have a UW grade for the course recorded on your UW transcript.
- If a request is not received by the deadline, your teacher is required to submit a UW grade to the university, even if it is a failing grade, and it will be recorded on your official UW transcript.
- Refunds are not issued to students who drop/withdraw from the UW course unless you have also withdrawn from your high school. Please notify the Registration Office and provide documentation of your high school withdrawal.

### GRADES AND TRANSCRIPTS

- A student's final UW grade may be different than their final high school grade for the course. UW does not mail grades to students. Students can review their final grade on their MyUW account using their UW NetID. Official transcripts are ordered through Parchment. Information is provided on the UWHS website.

### DISABILITY ACCOMODATION

Accommodations approved at the high school must also be approved by the UW Disability Services Office. To make an accommodation request or for more information contact the UW Disabilities Services Office at 206-543-6450 or [dso@uw.edu](mailto:dso@uw.edu).

## **Appendix E – Running Start Programs**

# Pullman High School

## Running Start Parent and Student Signature Page

ALL STUDENTS PLANNING TO ENROLL OR WHO ARE ENROLLED IN THE RUNNING START PROGRAM MUST HAVE A SIGNED COPY OF THIS DOCUMENT ON FILE BEFORE RUNNING START WILL BE APPROVED BY YOUR GUIDANCE COUNSELOR.

Student Name: \_\_\_\_\_ School Year: \_\_\_\_\_ Grade Level: \_\_\_\_\_

### ***Deadlines to meet with your Guidance Counselor to discuss Running Start:***

WSU: Fall Semester – June 10<sup>th</sup>      Spring Semester – December 1<sup>st</sup>

SFCC: Fall Quarter – June 10<sup>th</sup>      Winter Quarter – December 1<sup>st</sup>      Spring Quarter – March 1<sup>st</sup>

1. I understand that as a Running Start student, I will be subject to all rules, regulations, and procedures governing college students for course requirements, content, registration, grading and appropriate behavior.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

2. I understand that I am responsible for managing my class schedule between the college and Pullman High School, that when I register for my college courses, they must not conflict with my schedule at Pullman High School.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

3. I understand that registering at the college begins my college grade point average regardless of how I perform, and they become a permanent part of my high school and college transcripts.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

4. I understand that the college is on a quarter or semester schedule, and it is different than the high school semester schedule. They end at different times, as such, I will not receive my high school diploma until my high school guidance counselor verifies that I have met all of the Pullman High School diploma requirements.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

5. I am aware that I am responsible for my own attendance, and that it is my responsibility to monitor all Running Start drop deadlines. Pullman High School does not have access to my attendance/progress at the college; as a result, my parents may not be notified.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

6. All additional expenses including but not limited to books, parking, lab and registration fees, transportation, etc. are the responsibility of the student and parent. The Running Start program funds 100 level or higher credit classes (99 level classes and below are not funded by the state – but may be paid for by the student/family and may count as high school credit).

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

7. I know that transportation to and from the college is my responsibility and will not be provided by the Pullman School District.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

8. I understand that Pullman High School is not responsible for informing me about extracurricular and social activities at the high school. It is my responsibility to seek information about these events, sign up for any relevant class websites (Google Classroom, Remind, etc.), check my Pullman School District email, and the Pullman High School Website. This is especially important for seniors to connect for vital information throughout the year.

Parent/Student Initial \_\_\_\_\_/\_\_\_\_\_

9. I understand that I need to meet with my Pullman High School guidance counselor before the start of every college term to review classes and graduation requirements. If I do not, I may not meet the requirements for graduating and earning a diploma on time.

**Parent/Student Initial** \_\_\_\_/\_\_\_\_

10. I am aware that Add/Drop courses must also be cleared by the college and Pullman High School. Failure to do so may result in my having to pay for my courses as they may not be covered by Running Start funding.

**Parent/Student Initial** \_\_\_\_/\_\_\_\_

11. Running Start athletes must meet all WIAA eligibility requirements if participating in Pullman High School sports programs. This includes WIAA Eligibility Forms and regular official grade checks provided from you to the high school athletic director.

**Parent/Student Initial** \_\_\_\_/\_\_\_\_

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**STUDENT:** *I have read and agree to follow the Running Start participation contract statements above.*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT:** *I have read and agree to follow the Running Start participation contract statements above.*

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_





## Running Start Enrollment Verification Form

<b>Student</b>	<b>Student Name:</b> _____ Last Name First Name MI	<input type="checkbox"/> Check if this is a revision
	<b>Home Phone:</b> _____ <b>Cell Phone:</b> _____	<input type="checkbox"/> New Student
	<b>Email Address:</b> _____ <b>SSID#:</b> _____	<input type="checkbox"/> Returning Student
	<b>Responsible Parent/Guardian:</b> _____	<input type="checkbox"/> Student Enrolled in Multiple Colleges
	<b>College:</b> _____ <b>College SID #:</b> _____	<input type="checkbox"/> Spring Quarter Eligibility Adjustment Form (SQEAF) attached.

<b>High School Counselor &amp; Running Start Advisor/Rep</b>	<b>Free and Reduced-Price Lunch (FRPL) Status</b> Students who are FRPL eligible may receive tuition and fee waivers from a college. Is the student currently eligible for FRPL? <input type="checkbox"/> Yes <input type="checkbox"/> No HS Counselor Initials: _____ <i>The parent or guardian signature below provides permission to share FRPL eligibility status only with the Running Start college for the purpose of ensuring access to tuition and/or fee waivers. Choosing not to sign the consent will not affect the student's eligibility for access to Running Start or free and reduced-price meals or free milk. The individuals and programs receiving the information will not share the information with any other entity or program.</i> <b>Parent/Guardian Signature:</b> _____ <b>Date:</b> _____	<b>Running Start Funding Limit Table</b>
	<b>School Yr:</b> _____ <b>College Term:</b> <input type="checkbox"/> College Quarter <input type="checkbox"/> College Semester <b>High School:</b> _____ <b>Fall, Winter, Spring Qtr. / 1st or 2nd sem.</b> <b>District:</b> _____ <b>Grade Level:</b> <input type="checkbox"/> Jr <input type="checkbox"/> Sr <input type="checkbox"/> 5th Yr Sr <sup>o</sup>	

Enrolled High School		Available College	
Weekly Minutes *	FTE	Max Allowed FTE	Max Credits
0 - 341	0.00 - 0.20	1.00	15
342 - 457	0.21 - 0.27	0.93	14
458 - 557	0.28 - 0.33	0.87	13
558 - 674	0.34 - 0.40	0.80	12
675 - 790	0.41 - 0.47	0.73	11
791 - 890	0.48 - 0.53	0.67	10
891 - 1,007	0.54 - 0.60	0.60	10 ⊗
1,008 - 1,123	0.61 - 0.67	0.53	8
1,124 - 1,223	0.68 - 0.73	0.47	7
1,224 - 1,340	0.74 - 0.80	0.40	6
1,341 - 1,456	0.81 - 0.87	0.33	5
1,457 - 1,556	0.88 - 0.93	0.27	4
1,557 or more	0.94 - 1.00	0.20	3

For the college term <sup>4</sup> above, the student will be enrolled in high school and skill center classes equaling \_\_\_\_\_ full-time equivalent (FTE). Student may register for a maximum of \_\_\_\_\_ college credits, without incurring college tuition costs, based on the above stated high school/skill center FTE.

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Recommended Running Start Classes:			
College Course (Dept. & Number)	# of College Credits	High School Equivalency	# of HS Credits
		=	
		=	
		=	
		=	

Signature of High School Counselor	Date	Signature of College Running Start Advisor/Rep	Date
High School Counselor Printed Name	Phone Number	College Running Start Advisor/Rep Printed Name	Phone Number

<b>Student &amp; Parent/Guardian</b>	<b>I understand that:</b> <ul style="list-style-type: none"><li>The student is responsible for understanding when his or her choice of schedule will result in tuition charges. If the student enrolls for more high school and college credits than are identified in the Running Start State Funding Limit Table, the student is responsible for:<ul style="list-style-type: none"><li>1) paying all college tuition and fees associated with exceeding the college credits identified in the table; or</li><li>2) withdrawing from the excess college or high school course(s).</li></ul></li><li>The student is required to pay any class/lab fees charged for college classes.</li><li>Enrollment in specific college classes cannot be guaranteed – even if the classes are needed to fulfill high school graduation requirements.</li><li>To add/withdraw from a course, the student must complete the college Add/Drop process by the college deadline and notify the high school counselor.</li><li>The student is responsible for ensuring that college courses completed as part of the Running Start program will meet high school graduation requirements.</li><li>If the student plans to transfer, it is the student's responsibility to determine college admissions policies/deadlines and whether credits will transfer.</li><li>The student and parent's signatures below provide permission for the high school and college to share the Running Start student's academic records, which can include the student's grades, billing, registration, and attendance records regardless of whether FERPA rights belong to the student or parents.</li><li>After completing the college coursework, students are responsible for requesting official college transcripts through the college's registrar office.</li></ul> <b>I acknowledge that I have read and understand both sides of this form, and will comply with the conditions of Running Start participation and the expectations of college course enrollment.</b>		
	Student Signature (REQUIRED)	Date	Parent/Guardian Signature (REQUIRED)

**Key**

- \* Weekly Minutes based on high school bell schedule.
- ⊗ For community and technical colleges only, students qualifying for 0.60 FTE college enrollment and registered for exactly 10 credits, will be granted a 1 credit waiver for the 10th credit. For four-year baccalaureate colleges, students who qualify for 0.60 FTE may only register for 9 credits.
- A student enrolled in both high school and skill center classes and claimed for more than a combined 1.0 FTE qualifies for 0.20 Running Start FTE. When a student is enrolled in both the high school and skill center and taking less than 1.0 FTE, the standard Running Start calculation applies.
- Δ For the fall college quarter and students enrolled in a high school with a trimester schedule, use the student's first trimester schedule. For the winter college quarter and students enrolled in a high school with a semester schedule, use the student's second semester schedule.
- Available for meeting district, charter school, or tribal compact school's graduation requirements only (WAC 392-169-055(4)).

**PURPOSE:** The RSEVF ensures that a student's monthly enrollment does not exceed the allowable combined 1.20 full-time equivalent (FTE) limitation. This form provides the college the FTE available for Running Start enrollment, provides the high school with the enrolled colleges classes, and notifies the student and their parents/guardians if tuition charges will occur.

The RSEVF is required to be completed each college term for each student enrolling in college classes through the Running Start program, including home-based and private school students. Students attending more than one college for any college term are required to have a separate RSEVF for each college. When a student will be attending multiple colleges, the appropriate box in the upper right hand corner of the RSEVF must be checked.

If the student's high school or college enrollment changes during the college term, a revised RSEVF must be completed and the appropriate box in the upper right hand corner of the RSEVF must be checked.

**FTE AND ANNUAL AVERAGE FTE (AAFFE) LIMITATIONS:** Running Start students may not be claimed for a combined high school and college enrollment that exceeds 1.20 FTE for any month except in limited cases for December and January. Neither the high school nor college enrollment can individually exceed 1.00 FTE, except for students enrolled in a high school and skill center.

When a student is enrolled in both a high school and a skill center and claimed for more than a combined 1.0 FTE, the available Running Start enrollment is limited to 0.20 FTE. When a student's combined high school and skill center enrollment is less than 1.0 FTE, the standard Running Start calculation applies.

This 1.20 FTE limitation applies to the annual average FTE (AAFFE), where a Running Start student may not be claimed for a combined high school and college enrollment that exceeds 1.20 AAFTE for the school year. High school and skill center AAFTE is the 10-month average of the FTE reported for the months September through June. Running Start AAFTE is the 9-month average of the FTE reported for the months October through June.

Students that exceed the 1.20 FTE or AAFTE may be charged tuition by the college for the credits in excess of this limitation.

**EXCEPTIONS WHEN STUDENT'S MONTHLY FTE CAN EXCEED 1.20:** For high schools on a trimester calendar, when the high school second trimester and the college fall quarter overlaps in December, a Running Start student can be claimed for more than a 1.20 FTE for the month of December only. When planning for the fall college quarter, counselors should use the first trimester to determine the available FTE for fall quarter.

For high schools on a semester calendar, when the high school first semester and the college winter quarter overlaps in January, a Running Start student can be claimed for more than a 1.20 FTE for the month of January only. When planning for the winter college quarter, counselors should use the second semester to determine the available FTE for winter quarter.

When a student who is claimed for more than a 1.20 FTE in either the month of December or January for the reasons above, the student may be subject to a reduced FTE or to paying tuition for the spring college quarter, if the 1.20 AAFTE would be exceeded. Completion of the Spring Quarter Eligibility Adjustment Form (SQEAF) will identify students at risk of exceeding the 1.20 AAFTE and will calculate the reduced available FTE for the spring quarter. For students whose spring quarter available FTE is reduced, a completed SQEAF must be attached to the spring quarter RSEVF and the appropriate box in the upper right hand corner of the RSEVF must be checked. Students attending more than one college for the spring quarter must have the SQEAF attached to each college's RSEVF.

For more information refer to the annual bulletin regarding the 1.20 Running Start FTE limitation.

**FERPA STATEMENT:** The Family Educational Rights and Privacy Act of 1974 provides that FERPA rights transfer from the parent to a student who is at least 18 and/or who has enrolled in a college, even while still enrolled in high school. Students 18 and older and/or who have enrolled at a college must give permission in writing to the college in which they have enrolled in Running Start classes for another individual to speak to the college staff about their Running Start academic records, which could include grades, billing, attendance, and registration records.

### **INSTRUCTIONS FOR COMPLETING THE RSEVF**

**STUDENT SECTION:** The RSEVF begins with the student completing the first section of the form. Students who are under the age of 18 at the beginning of the college term, must provide their parent/guardian information. The student's high school student identification number (SSID) is available at the high school guidance office. If the student does not know their college student identification number (SID), refer to earlier completed RSEVFs. If the student is new to the program, the college SID is available on the processed college application.

### **HIGH SCHOOL COUNSELOR & RUNNING START ADVISOR/REP SECTION:**

The high school counselor and Running Start advisor or representative complete this section.

**Free and Reduced-Price Lunch (FRPL) Status:** The high school counselor would check the appropriate box indicating if the student is eligible for FRPL. The counselor will initial – certifying the accuracy of this statement and the parent/guardian will provide their signature and date when the answer is "Yes."

**School Year:** Indicate the school year during which courses will be taken.

**College Term:** Select the college term that the student will be enrolling in. For colleges on a quarter calendar, indicate which quarter – Fall, Winter, or Spring. For colleges on a semester calendar, indicate which semester – 1st or 2nd.

**High School and School District:** Fill in the student's primary high school and resident school district. If the student is enrolled in a charter school or tribal compact school, leave "School District" field blank.

**Grade Level:** Indicate the student's grade level. Students in 11th and 12th grade are eligible to enroll in a Running Start program. Fifth year seniors are limited to only taking Running Start classes that will fulfill the student's district, charter school, or tribal compact school's graduation requirements only, pursuant to WAC 392-169-055(4) and must have participated in Running Start during their 11th or 12th grade year.

**Determining the Student's High School FTE:** FTE in high school and skill center classes is calculated based on a class's weekly enrolled minutes and eligible passing time. One thousand, six hundred and sixty five (1,665) weekly minutes equal 1.0 FTE. Refer to the high school and skill center master bell schedule available at the registrar or business administration office for the exact weekly minutes and the FTE for each class. Add the FTE for each enrolled class to determine the student's total high school and skill center FTE.

**Determining the Student's Available Running Start FTE:** Running Start FTE is based on the enrolled college credits. Fifteen college credits equal 1.0 FTE. Use the Running Start Funding Limit Table on the front page to determine a student's available Running Start FTE. Find the row with the student's high school and skill center FTE. Refer to the Max FTE column to determine a student's maximum Running Start FTE. The Max Credits column converts the maximum Running Start FTE to Running Start credits.

**Recommended Running Start Classes:** The student, with the help of the high school counselor and Running Start advisor or representative, should fill out the requested college courses. The high school equivalency portion of the table can be completed by the student if an official high school list of equivalencies is available. Otherwise, this section is completed by the high school counselor.

**Signatures of High School Counselor and Running Start Advisor or Representative:** Both the high school counselor and Running Start advisor/representative should review the form for accuracy, enter their printed name, date, phone number, and signature.

**STUDENT & PARENT/GUARDIAN SECTION:** The student and parents should review the completed form for accuracy and understanding, then sign and date the acknowledgement at the bottom of the form. Students 18 and older are not required to provide a parent signature.

**DISTRIBUTION OF RSEVF AND RECORDS RETENTION:** Copies of the completed form should be retained by both the high school and college. The original form is kept by the student and their parent or guardian.

## RUNNING START STUDENTS AND WIAA ELIGIBILITY

WIAA Rule 18.6.0

2021-22

Students who access the Running Start Program at the community colleges find themselves on a different academic calendar from their high school for academic eligibility. There could be times during the high school year that Running Start students are not in school or taking academic courses. To ensure that students remain athletically eligible at their high school, they enter into the following contract with their school and commit to taking and completing the approved academic program at the community college and/or in conjunction with a blended schedule at their high school.

The purpose of this document is to record, in writing, the expectations of the \_\_\_\_\_ School District regarding the Running Start scholastic requirements of \_\_\_\_\_, a student/athlete at \_\_\_\_\_ High School, and serve as a safeguard for the \_\_\_\_\_ School District against penalty and sanctions if \_\_\_\_\_ (student) fails to meet the scholastic requirements as a Running Start student during the **2021-22** school year.

### Expectations:

1. The \_\_\_\_\_ School District verifies the following approved academic schedule with \_\_\_\_\_, a Running Start student at \_\_\_\_\_ High School that will meet the WIAA and school district academic eligibility requirements.
2. The student, \_\_\_\_\_, agrees to attend all classes and to make no changes to his/her approved academic schedule without first consulting with his/her high school on the potential eligibility ramifications of such changes.

### RUNNING START ACADEMIC PLAN for the 2021-22 School

#### Year Normal Credit Hour requirement at High School per

RUNNING START TERM 1	Credit Hours	HIGH SCHOOL SEMESTER 1	Credit Hours	Total Credits Per Semester
1		1		
2		2		
3		3		
4		4		
RUNNING START TERM 2	Credit Hours			
1				
2				
3				
4				
RUNNING START TERM 3	Credit Hours	HIGH SCHOOL SEMESTER 2	Credit Hours	Total Credits Per Semester
1		1		
2		2		
3		3		
4		4		

This agreement shall be signed and dated by the high school principal, the high school counselor, high school athletic director, the student/athlete, and his/her parents. By signing this agreement, the student and family agree to all terms of the agreement and understand they must adhere to the agreed academic plan for the school year or be subject to WIAA regulations 25.4.1 which states in part: "... [if] it is determined that the participant/parent/guardian provided the school with false information which caused the school to declare the participant eligible ... the participant will be declared ineligible for interscholastic competition for a period of one (1) year."

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Counselor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Athletic Director

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

**25.4.1** The use of a participant who is ineligible by WIAA or local school district rules shall result in forfeiture of contests in which that participant took part, except in situations in which it is determined that the participant/parent/guardian provided the school with false information which caused the school to declare the participant eligible. In such cases, the participant will be declared ineligible for interscholastic competition for a period of one (1) year. The one (1) year penalty begins on the day the determination is made that false information had been provided. The one (1) year penalty may be appealed to the WIAA Executive Director.

### **GUIDELINES IN ESTABLISHING RUNNING START ELIGIBILITY (WIAA Rule 18.6.4)**

- A. Determine the number of credits required for athletic eligibility at the student's high school. Example: Five 5 classes required in a six (6) period school day is equal to **2.5** semester credits needed for eligibility.
- B. Establish the student's academic schedule for the year, either entirely as a Running Start student or a student with a blended schedule of classes from both Running Start and the high school.
- C. Determine the number of credits to be earned in each of the courses.
- D. The credits in the Running Start second term can be used either for the first (1<sup>st</sup>) semester, the second (2<sup>nd</sup>) semester, or split between the two (2) semesters.
- E. It is possible that a Running Start student would not attend any classes during one (1) of the three (3) Running Start terms and still be eligible, provided he/she took enough credits during the other two (2) terms to meet or exceed the number of credits per semester for athletic eligibility at the high school.
- F. Running Start is a public school mainstream educational program. Eligibility is at the public school of residence where the student accesses the Running Start program. A student could still compete athletically for the private school if he/she maintain enrollment at the private school for at least 50 percent (%) of the school day at the private school.

## **Appendix F – NCAA COVID 19 RESPONSE FAQ**



# ELIGIBILITY CENTER

## NCAA ELIGIBILITY CENTER COVID-19 RESPONSE FAQ

Given the continuing impact of COVID-19 on the educational environment, the NCAA Eligibility Center has partnered with the NCAA membership to identify the following changes to the initial-eligibility certification process for students who **initially enroll full time in a collegiate institution during the 2022-23 or 2023-24 academic year**. The Eligibility Center will continue to monitor the environment and make necessary adjustments to prioritize health, safety and fairness for all prospective student-athletes.

### FAQ Topics—Quick Links

Academic  
Evaluations

Automatic Waiver  
Criteria

Submission of  
Academic  
Documents

Timing

### COVID-19 Automatic Waiver Criteria for 2022-23 or 2023-24 Enrollment

**Q1:** Given the unique circumstances due to COVID-19, will there be any flexibility in the initial-eligibility standard for students who initially enroll full time in a collegiate institution during the 2022-23 or 2023-24 academic year?

**A1:** Yes. Students who initially enroll full time during 2022-23 or 2023-24 will receive an automatic initial-eligibility waiver in the academic certification process that provides the highest level of relief for which they are eligible, per the criteria below:

COVID-19 AUTOMATIC WAIVER CRITERIA—2022-23 OR 2023-24 ENROLLMENT*		
Alternative Standard	Division I	Division II
<b>Qualifier</b> Athletics aid, practice and competition.	<b>Complete Academic Record:</b> <ul style="list-style-type: none"> <li>» Core-course progression (10/7) before starting 7th semester;**</li> <li>» 16 core-course units in the required subject areas;</li> <li>» ≥ 2.300 core-course GPA; and</li> <li>» Proof of graduation.</li> </ul>	<b>Complete Academic Record:</b> <ul style="list-style-type: none"> <li>» 16 core-course units in the required subject areas;</li> <li>» &gt; 2.200 core-course GPA; and</li> <li>» Proof of graduation.</li> </ul>
<b>Early Academic Qualifier</b> Athletics aid, practice and competition.	<b>Pre-7th Semester:</b> <ul style="list-style-type: none"> <li>» 14 core-course units in the required subject areas; and</li> <li>» ≥ 3.000 core-course GPA.</li> </ul>	<b>Pre-7th Semester:</b> <ul style="list-style-type: none"> <li>» 14 core-course units in the required subject areas; and</li> <li>» &gt; 2.500 core-course GPA.</li> </ul>
<b>Academic Redshirt</b> Athletics aid (1st year) and practice (1st term).	<b>Complete Academic Record:</b> <ul style="list-style-type: none"> <li>» 16 core-course units in the required subject areas;</li> <li>» ≥ 2.000 core-course GPA; and</li> <li>» Proof of graduation.</li> </ul>	N/A***

\*Standardized test scores are excluded from these criteria. \*\*Students certified based solely on international credentials are exempt from the 10/7 core-course progression requirement. Please see linked resources for additional information regarding Division I and Division II standards.

The following chart provides a quick reference for each division and the COVID-19 Automatic Waiver criteria for 2022-23 or 2023-24 enrollment.

COVID-19 AUTOMATIC WAIVER—2022-23 OR 2023-24 ENROLLMENT*												
Alternative Standard	Division I							Division II**				
	10/7**	16 Core	14 Core	≥ 3.0	≥ 2.3	≥ 2.0	Grad	16 Core	14 Core	≥ 2.5	≥ 2.2	Grad
<b>Qualifier</b> Athletics aid, practice and competition.	✓	✓			✓		✓	✓			✓	✓
<b>Early Academic Qualifier</b> Athletics aid, practice and competition. Applied based on pre-seventh semester academic record.			✓	✓					✓	✓		
<b>Academic Redshirt</b> Athletics aid (1st year) and practice (1st term).		✓				✓	✓					

\*Standardized test scores are excluded from these criteria. \*\*Students certified based solely on international credentials are exempt from the 10/7 core-course progression requirement. Please see linked resources for additional information regarding Division I and Division II standards.

**Q2: If students meet the COVID-19 Automatic Waiver criteria for 2022-23 or 2023-24 enrollment but also present a non-qualifying standardized test score, will they still receive the automatic waiver?**

**A2:** Yes. Standardized test scores are not included in the COVID-19 Automatic Waiver criteria for 2022-23 or 2023-24 enrollment.

**Q3: How will the COVID-19 Automatic Waiver for 2022-23 or 2023-24 enrollment appear in the student's Eligibility Center account?**

**A3:** For students who meet the alternative Qualifier or Early Academic Qualifier standard, their Eligibility Center account will show Final Nonqualifier status with "COVID-19 Automatic Waiver Approved" in the Academic Status field (*see below*):

DIVISION I		DIVISION II	
Academic Status	Amateur Status	Academic Status	Amateur Status
Final Nonqualifier	Preliminary Reviewed	Final Partial Qualifier	Preliminary Reviewed
(COVID-19 Automatic Waiver Approved)		(COVID-19 Automatic Waiver Approved)	

DIVISION I ACADEMIC STATUS	DIVISION II ACADEMIC STATUS
Final Nonqualifier	Final Partial Qualifier
COVID-19 Automatic Waiver Approved	COVID-19 Automatic Waiver Approved
You are immediately eligible to receive athletics aid, practice and compete. Contact your institution's Compliance Department for details.	You are immediately eligible to receive athletics aid, practice and compete. Contact your institution's Compliance Department for details.

For students who meet the alternative Academic Redshirt standard (DI), their Eligibility Center account will show “Final Nonqualifier” status with “Partial COVID-19 Waiver – Aid: 1st yr & Practice: 1st term” for DI in the Academic Status field (*see below*):

<b>DIVISION I</b> Academic Status Final Nonqualifier  (Partial COVID-19 Waiver - Aid: 1st yr & Practice: 1st term)	Amateur Status Preliminary Reviewed
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**DIVISION I ACADEMIC STATUS**  
**Final Nonqualifier**  
  
Partial COVID-19 Waiver - Aid: 1st yr & Practice:  
1st term  
  
You are immediately eligible to receive athletics  
aid in your first year and practice in your first  
term of full-time enrollment. Contact your  
institution's Compliance Department for details.

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**Q4: Will homeschool students be eligible to meet the COVID-19 Automatic Waiver criteria for 2022-23 or 2023-24 enrollment?**

**A4:** Yes.

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### Timing

**Q5: When will the COVID-19 Automatic Waiver be applied?**

**A5:** The COVID-19 Automatic Waiver will be applied at the time of academic evaluation.

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### Submission of Academic Documents

**Q6: Will there be any flexibility in requiring official academic documents?**

**A6:** Official academic records are necessary to ensure accurate initial-eligibility certifications and should be submitted via an approved channel whenever possible. Given the unique circumstances, if only unofficial records are available for students who initially enroll full time in 2022-23 or 2023-24, please submit them to [ec-processing@ncaa.org](mailto:ec-processing@ncaa.org) directly from the email address associated with the student's Eligibility Center account for use in the academic evaluation. Please include the student's NCAA ID in the subject line.

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## Academic Evaluations

**Q7: How will the Eligibility Center approach schools with NCAA-approved core courses that offer distance, e-learning or hybrid options for students in 2020-21, 2021-22 and/or 2022-23 due to COVID-19?**

**A7:** Consistent with the approach to reviews in spring/summer 2020, the Eligibility Center will not require a separate review of distance, e-learning or hybrid programs offered by schools with NCAA-approved core courses during 2020-21, 2021-22 and/or 2022-23 in response to COVID-19. Students may complete their NCAA-approved core courses through the channels of instruction provided or recommended by their school, district or state department of education. For parents administering home school curriculum, please review the information included in the Eligibility Center home school resources.

***Note:** This policy will apply to students from all grade levels (e.g., freshmen, sophomores) who complete distance, e-learning or hybrid courses in 2020-21, 2021-22 and/or 2022-23 at schools with NCAA-approved core courses.*

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**Q8: How will the Eligibility Center approach high schools that issue Pass/Fail grades in 2020-21, 2021-22 and/or 2022-23?**

**A8:** For NCAA-approved core courses completed in 2020-21, 2021-22 and/or 2022-23 that have been issued a grade of Pass, the Eligibility Center will apply the credit earned in these courses toward the core-course requirement in the student's certification. If the student's core-course GPA would increase by assigning a value of 2.300, this value will be assigned to the passed courses. However, if the student's core-course GPA would decrease by including the 2.300 value for passed courses, the student's core-course GPA will be calculated based only on courses with assigned letter grades from previous terms (credit from these courses will still be applied toward the student's core-course requirements).

***Note:** This policy applies to students from all grade levels (e.g., freshmen, sophomores) who successfully complete NCAA-approved Pass/Fail core courses in 2020-21, 2021-22 and/or 2022-23.*

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**Q9: Will there be any flexibility in the Division I core-course time limitation for students who initially enroll full time in 2022-23 or 2023-24?**

**A9:** Yes. For students who initially enroll full time in 2022-23 or 2023-24, up to six core-course units completed after starting the seventh semester (and before full-time enrollment) will be used in the student's initial-eligibility certification, regardless of whether the student graduated on time or when the courses are completed (i.e., during the academic year or summer term).

***Note:** For Division I, all core courses completed before full-time enrollment may be used in the academic-redshirt certification.*

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**Q10: How will the Eligibility Center approach canceled international leaving examinations?**

**A10:** The Eligibility Center encourages submission of official year-by-year transcripts for evaluation of international students. For countries and/or examination boards issuing certificates/diplomas without final exams (based on other assessment methodologies), the Eligibility Center will accept the credential as acceptable proof of high school graduation, provided it is listed as an acceptable proof of graduation in the NCAA International Guide. As a reminder, the Graduation Timeline Certification Form may also be submitted, as appropriate, to extend the graduation timeline.

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**Q11: What if students do not meet the COVID-19 Automatic Waiver criteria for 2022-23 or 2023-24 enrollment?**

**A11:** Students should contact the athletics compliance office at their NCAA college/university to discuss potential next steps.

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**Q12: Will other classes (e.g., sophomores, juniors) receive any flexibility in the NCAA initial-eligibility standard as a result of COVID-19?**

**A12:** The approach to Pass/Fail grades and distance/e-learning/hybrid courses will apply to all students, including subsequent classes, who complete NCAA-approved core courses in spring/summer 2020 or during the 2020-21, 2021-22 or 2022-23 academic years.

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For information on the Eligibility Center's COVID-19 response and amateurism requirements, [click here](#).