



# Milaca High School

## Student Registration Handbook

### 2025 - 2026

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# Milaca High School Registration Guide

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## Introduction

This registration information and course catalog has been prepared for Milaca High School students and parents/guardians. It contains information about registration, graduation requirements, college credit options, NCAA eligibility, and descriptions of courses offered at Milaca High School. It will assist students and their parents/guardians in making decisions regarding a student's course of study as well as making them aware of school policies and requirements regarding the academic program.

## Message to Students

When planning your selection of classes, you are encouraged to think about what you may do following graduation and how you can maximize the educational opportunities available at Milaca High School. During your high school years you can explore areas of interest and develop the talents and abilities that will enable you to follow through with your plans after graduation.

## Message to Parents

You are encouraged to discuss career options with your son or daughter and with their teachers and counselor. It is important to encourage exploration and investigation of alternatives consistent with their areas of interest, talents, abilities and career plans.

## Points to Consider in Your Course Selection

1. **Select your courses thoughtfully.** Selecting courses you wish to take should be done with careful consideration to your future plans. Students are encouraged to schedule a time to talk with teachers and/or their school counselor to help select courses that will best fit their needs.
2. **Preparing for registration:** You will be asked to select specific classes that you would like to take during your high school years that will best prepare you for the future. Every attempt will be made to make sure you are able to take all the classes you desire while in high school.
3. **Policy on course selections and schedule changes:** It is important that all students select next year's classes carefully. Once selected, it is expected that a course will be continued for the entire semester or year. Teacher schedules are determined by the classes you select at registration time.
4. **Policy on minimum course load:** Students in grades 9, 10, and 11 are required to be enrolled in at least six credit bearing classes per day (up to one hour of study hall). If all credit requirements are being met, Seniors can elect to take one hour of study hall and one hour of service credit. We advise students taking college credit classes to limit their course load to 4.50 high school credits (or the equivalent) per semester.
5. **Prerequisites:** Some courses have prerequisites. The prerequisites must be successfully completed before the next course can be taken.
6. **Full classes and schedule conflicts:** Do not be alarmed if, as a 9<sup>th</sup> or 10<sup>th</sup> grade student, you do not get the course or courses desired. Remember, you have two or three years left to take these courses. Seniors will be scheduled first, juniors second, sophomores third, and freshmen last. Some courses may be full. If one of your elective courses is full or a schedule conflict occurs, efforts will be made so that you will automatically be scheduled for another course that you selected as an alternate course.

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## Preparing for College Entrance Requirements

If students have an idea of what post-secondary training or schooling they are interested in, they are encouraged to check with that school on specific entrance requirements.

If students are preparing to be admitted to the **University of Minnesota**, they are advised to complete the following while in grades 9-12:

- 4 years of English
- 4 years of Math (including two years of Algebra and one year of Geometry)
- 3 years of Science (including one year each of a Biological and Physical Science, including a laboratory experience)
- 3 years of Social Studies (including one year each of U.S. History and Geography (or a course that includes a Geography component such as World History))
- 2 years of a Single Second Language (American Sign Language qualifies as a second language)
- 1 year of Arts (Visual Arts and the Performing Arts of Theater, Music, Dance and Media Arts)

If students are preparing to be admitted to a **Minnesota State University**, they are advised to complete the following while in grades 9-12:

- 4 years of English
- 3 years of Math (including two years of Algebra and one year of Geometry)
- 3 years of Science (including one year each of a Biological and Physical Science, all with a laboratory experience)
- 3 years of Social Studies (including one year each of U.S. History and Geography (or a course that includes a Geography component such as World History))
- 2 years of a Single Second Language (including non-English native languages and American Sign Language)
- 1 year of Arts (Visual Arts and the Performing Arts of Theater, Music, Dance and Media Arts)

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## Milaca High School College Credit Options

The options available to students who are interested in earning college credit while in high school are as follows:

### 1. **College-Level Examination Program (CLEP)**

CLEP is a College Board program that allows students to earn college credit through examinations that show demonstration of mastery of college-level material in introductory subjects. CLEP exams do not relate to a specifically designed college-level course taught in high school. Rather, CLEP exams test mastery of college-level material acquired through a variety of ways - such as through general academic instruction, significant independent study, or extracurricular work.

CLEP offers 34 exams in five different subject areas. Not all colleges grant credit for CLEP exams and of those that do, the college determines which exams it will award credit for, the score required to earn credit, and the amount of credit that will be granted for each exam. Before you take a CLEP exam, be sure to review the CLEP policy of your college or university. There is a fee associated with taking a CLEP exam.

More information is available at [clep.collegeboard.org](http://clep.collegeboard.org) or through your School Counselor.

### 2. **AP (Advanced Placement) Exams**

AP is a College Board program that allows students to earn college credit and/or qualify for advanced placement when they enroll in college. Typically, students enroll in specific AP courses at their high school, and then take the AP Exam at the end of the school year. Milaca High School **does not** offer AP courses, but students can elect to take AP Exams at other schools that offer AP courses and are willing to test students from other schools.

There are 38 different AP Exams. Many colleges grant college credit, advanced placement, or both for qualifying AP Exam scores. Each college has its own guidelines regarding AP scores for credit and placement. Before taking an AP Exam, be sure to review the AP policy of the college or university you plan to attend.

If students are interested in taking an AP Exam, they must search the AP course ledger at: <https://apcourseaudit.inflexion.org/ledger/> to find local schools that give the AP exam the student is interested in taking. The student must contact the high school, ask to speak to the AP coordinator and arrange testing with the AP coordinator. More information on the AP program can be found at [apstudent.collegeboard.org](http://apstudent.collegeboard.org). There is a fee associated with taking an AP exam.

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## 3. Postsecondary Enrollment Options Program (PSEO)

Postsecondary Enrollment Options (PSEO) is a program that allows 10<sup>th</sup>-, 11<sup>th</sup>- and 12<sup>th</sup>-grade students to earn both high school and college credit while still in high school, through enrollment in and successful completion of college nonsectarian courses at any [eligible postsecondary institution in Minnesota](#). Most PSEO courses are offered on the campus of the postsecondary institution; some courses are offered online. Students must meet the PSEO residency and eligibility requirements and abide by participation limits specified in [Minnesota Statutes, section 124D.09](#). To assist the district in planning, a student must inform the district/charter school by May 30 (for fall term enrollment) or October 30 (for spring term enrollment) of their intent to enroll in postsecondary courses. The district/charter school must provide counseling services to students and their parents or guardian before the student enrolls in courses to ensure that the students and their parents or guardian are fully aware of the risks and possible consequences of enrolling in postsecondary courses.

### Student Eligibility

Eleventh and 12<sup>th</sup>-grade students may take PSEO courses on a full- or part-time basis. Each participating college or university sets its own admissions requirements for enrollment into the PSEO courses.

Tenth-grade students are eligible to enroll in **one** Career and Technical Education (CTE) course if they receive a reading proficiency score of “meets” or “exceeds” on the 8<sup>th</sup> grade MCA. If a 10<sup>th</sup>-grade student did not take the MCA in 8<sup>th</sup> grade, another reading assessment accepted by the enrolling postsecondary institution can be substituted. For students with disabilities, there is an alternative option to demonstrate reading proficiency. A 10<sup>th</sup>-grade student who enrolls in one CTE course and earns at least a grade C in the first term of enrollment, may take additional postsecondary courses in the subsequent term, not limited to CTE. [Access the list of postsecondary institutions offering approved CTE courses to 10<sup>th</sup> grade students.](#)

If the district/charter school determines a student is academically not on track to graduate, the student may continue to participate in PSEO on a term-by-term basis beyond their cohort graduation date.

### Tuition and Fees

There is no charge to PSEO students for tuition, books or fees for items that are required to participate in a course; however, students may incur fees for equipment that becomes their property when the course or program is completed, textbooks that are not returned to the postsecondary institution according to their policies, or for tuition costs if they do not notify the district by May 30 or October 30 and the district does not waive the date requirement.

Funding is available to help pay transportation expenses for qualifying students to participate in PSEO courses on college campuses. For more information on these funds, [access the PSEO Mileage Reimbursement Program Instructions](#).

School districts must allow a PSEO student reasonable access to the high school building, computers and/or other technology resources during regular school hours to participate in PSEO courses, whether on-line or on campus. Enrolling in PSEO does not prohibit a student from participating in activities sponsored by the high school.

Grades earned in PSEO courses become part of the student’s permanent college transcript and may affect financial aid eligibility if the student withdraws from or does not pass the courses.

Students must meet admission requirements of the college or university they wish to attend and graduation requirements at Milaca High School. Colleges set their application deadlines for each term. Students interested in enrolling in on campus or online courses, either part-time or full-time, should contact their high school counselor as soon as possible. Students should seek guidance from their high school counselor to determine if PSEO is the right fit for them and their academic plan.

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## 4. Concurrent Enrollment

Through concurrent enrollment programs with St. Cloud State University, The University of Minnesota, Minnesota West, and Pine Technical and Community College students attend classes at Milaca High School but receive both high school and college credit for the course. To be eligible for concurrent enrollment courses, students must meet eligibility requirements of the college offering the course(s). Please see course descriptions in the “Registration Handbook” for specific college requirements.

Although the credits are “earned” through a specific college, students can transfer the credits earned to the college or university they choose to attend after graduation. The college or university the credits are transferred to will determine which credits they accept and how the credits transfer in.

### **Possible Concurrent Enrollment Offerings (courses are marked with an “\*” throughout the Registration Handbook):**

#### St. Cloud State University Courses offered at Milaca High School

American National Government (POL 111)- 3 SCSU credits (page 33)

Human Biology (BIO 103) - 3 SCSU credits (page 31)

Introduction to Psychology (PSY 115) - 3 SCSU credits (page 33)

Pre-Calculus (MATH 115) - 5 SCSU credits (page 26)

Principles of Sociology (SOC 160) - 3 SCSU credits (page 33)

#### University of Minnesota Courses offered at Milaca High School

Calculus (MATH 1371) - 4 U of MN credits (page 26)

Public Speaking (COMM 1101) - 3 U of MN credits (page 21)

University Literature (ENGL 1001W) - 4 U of MN credits (page 21)

University Writing (WRIT 1301) - 4 U of MN credits (page 21)

#### Minnesota West Courses offered at Milaca High School

Business Internship (BUS 2297) - 2 MN West credits (page 17)

#### Pine Technical and Community College Courses offered at Milaca High School

##### Nursing Assistant / Clinical and Home Health Aide\*\* (page 41)

Certified Nursing Assistant Classroom / Lab (HEOP 1241) - 2 PTCC credits

Nursing Assistant Clinical (HEOP 1242) - 1 PTCC credit

Home Health Aide (HEOP 1245) - 1 PTCC credit

\*\*Students who complete these courses will be eligible to take the Nursing Assistant Test-Out (NATO) exam

##### Automotive Academy- ITV (page 37)

Introduction to Automobile Technology (ATMP 1212) – 3 PTCC credits (Fall semester)

##### Business Academy- ITV (page 38)

Introduction to Business (BUSN 1110) - 3 PTCC credits (Fall semester)

Human Relations in Business (BUSN 1130) - 3 PTCC credits (Fall semester)

Business Computer Applications (BUSN 1120) - 3 PTCC (Spring semester)

Business Information Systems (BUSN 1140) - 3 PTCC credits (Spring semester)

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## Healthcare Academy- ITV (page 36)

Medical Terminology (HPPC 1002) - 1 PTCC credit (Fall semester)

Intro. to Healthcare Careers I (HCCC 1215) - 2 PTCC credits (Fall semester)

Intro. to Healthcare Careers II (HCCC 1220) - 2 PTCC credits (Fall semester)

Medical Dosages (HPPC 1000) - 1 PTCC credit (Spring semester)

Pharmacology (HPPC 1004) - 1 PTCC credit (Spring semester)

## Cybersecurity Academy- ITV (page 39)

Computer Hardware Support (COCP 1250) - 3 PTCC credits (Fall semester)

Cybersecurity Essentials (CSEC 1300) – 2 PTCC credits (Fall semester)

Computer Software Support (COCP 1251 - 3 PTCC credits (Spring semester)

Workstation Operating Systems (COCP 1209) – 3 PTCC credits (Spring semester)

## Early Childhood Education Academy- ITV (page 40))

Intro to Early Childhood Education (CDEV 1200) - 3 PTCC credits (Fall semester)

## **5. Articulation Agreement**

Skills and content for selected introductory courses required at St. Cloud Technical and Community College are taught in participating schools using the assessments agreed upon by secondary and post-secondary staff. These agreements are developed to promote a more seamless transition from secondary to post-secondary education. High school and college credits are earned if the student meets the college achievement standards and later enrolls in a college major that requires the course(s).

St. Cloud Technical and Community College articulated courses offered at Milaca High School  
Metals I – Welding plus Metals II- Advanced Metals (WELD 1502) - 2 SCTCC credits (page 10)

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## **Class of 2026 and 2027 Milaca Minimum Graduation Credit Requirements: 23.0**

1. Minimum 4.0 credits in English
  - English 9 OR Accelerated English 9 (1.0 credit)
  - English 10 OR Accelerated English 10 (1.0 credit)
  - American Literature (.50 credit)
  - Writing: 11/12 Writing (.50 credit) OR College Prep Writing (.50 credit) OR Public Speaking (.75 credit)
  - Literature: British Literature (.50 credit) OR Contemporary Literature (.50 credit) OR War Literature (.50 credit)  
OR University Literature (1.0 credit)
  - English Electives (if needed):
    - 11/12 Writing (.50 credit), College Prep Writing (.50 credit), War Literature (.50 credit),  
British Literature (.50 credit), Contemporary Literature (.50 credit), Public Speaking (.75 credit),  
University Literature (1.0 credit), University Writing (1.0 credit)
2. Minimum 4.0 credits in Social Studies
  - World History I (.50 credit)
  - Human Geography (.50 credit)
  - U.S. History (1.0 credit)
  - Sociology (.50 credit) OR Principles of Sociology (.75 credit)
  - World History II (.50 credit)
  - Applied Economics (.50 credit)
  - American Government (.50 credit) OR American National Govt. (.75 credit)
3. Minimum 3.0 credits in Science
  - Physical Science (1.0 credit)
  - Biology (1.0 credit)
  - Chemistry OR Accelerated Chemistry (1.0 credit)
4. Minimum 3.0 credits in Math (see math pathways on page 24)
  - Geometry (1.0 credit)
  - Algebra II (1.0 credit)
  - Int. Algebra OR Pre-Calculus OR Calculus OR Trigonometry AND Statistics / Probability (1.0 credit)
5. 1.0 credit in Arts
  - Visual Arts (Art I, Ceramics / Pottery, Drawing, Painting)
  - Music (Band, Choir)
  - Theater (Creative Expression: Writing & Theater)
  - Media Arts (Content Creation)
6. .50 credit in Career Investigation / Digital Citizenship
7. 1.0 credit in Physical Education
8. .50 credit in Health
9. 6.0 credits in Electives

### **State Graduation Rule Requirements for Milaca**

Students must meet any state graduation requirements for their graduation year.

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# Milaca High School Registration Guide

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## **Class of 2028 and Beyond Milaca Minimum Graduation Credit Requirements: 24.0**

2. Minimum 4.0 credits in English
  - English 9 OR Accelerated English 9 (1.0 credit)
  - English 10 OR Accelerated English 10 (1.0 credit)
  - American Literature (.50 credit)
  - Writing: 11/12 Writing (.50 credit) OR College Prep Writing (.50 credit) OR Public Speaking (.75 credit)
  - Literature: British Literature (.50 credit) OR Contemporary Literature (.50 credit) OR War Literature (.50 credit)  
OR University Literature (1.0 credit)
  - English Electives (if needed):
    - 11/12 Writing (.50 credit), College Prep Writing (.50 credit), War Literature (.50 credit),  
British Literature (.50 credit), Contemporary Literature (.50 credit), Public Speaking (.75 credit),  
University Literature (1.0 credit), University Writing (1.0 credit)
2. Minimum 4.0 credits in Social Studies
  - World History I (.50 credit)
  - Human Geography (.50 credit)
  - U.S. History (1.0 credit)
  - Sociology (.50 credit) OR Principles of Sociology (.75 credit)
  - World History II (.50 credit)
  - Applied Economics (.50 credit)
  - American Government (.50 credit) OR American National Govt. (.75 credit)
4. Minimum 3.0 credits in Science
  - Earth and Space Science (1.0 credit)
  - Biology (1.0 credit)
  - Chemistry OR Accelerated Chemistry (1.0 credit)
4. Minimum 3.0 credits in Math (see math pathways on page 24)
  - Geometry (1.0 credit)
  - Algebra II (1.0 credit)
  - Int. Algebra OR Pre-Calculus OR Calculus OR Trigonometry AND Statistics / Probability (1.0 credit)
5. 1.0 credit in Arts
  - Visual Arts (Art I, Ceramics / Pottery, Drawing, Painting)
  - Music (Band, Choir)
  - Theater (Creative Expression: Writing & Theater)
  - Media Arts (Content Creation)
6. .50 credit in Career Investigation / Digital Citizenship
7. .50 credit in Personal Finance
8. 1.0 credit in Physical Education
9. .50 credit in Health
10. 6.5 credits in Electives

### **State Graduation Rule Requirements for Milaca**

Students must meet any state graduation requirements for their graduation year.

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# Agriculture

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The Agriculture Department offers a wide variety of courses that would interest students who are preparing for an agricultural career or are interested in a related field.

## **AGRICULTURE 9**

**Course ID: 109**

ELECTIVE

Grade Level: 9

Prerequisite: None

Description: Agriculture 9 is a general exploration of how humans and the environment interact, including how we use the agricultural system to bring products to our consumption. Students will learn about opportunities provided by the National FFA Organization, learn how to solve land management problems based upon soil type, and practice landscape design. Students will also learn and practice navigating with GPS technology. Agricultural Mechanics will also be an important part of the class, where students will learn how to arc weld, and do an engine disassembly.

**.50 Credit**

Semester

## **FLORAL DESIGN**

**Course ID: 124**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: Students will study basic principles of floral design and production. Students will learn the characteristics of green plants, cut flowers and potted flowering plants. Students will learn care and handling of floral plants and cut flowers. Students will acquire skills in construction by designing bows, corsages, bouquets, and floral arrangements. Media used will be natural, silk flowers, fresh cut flowers and dried materials. Students will learn by doing and will use materials and equipment used in the floral industry and by floral designers. Opportunities for employment will be explored. There will be a cost to students for supplies and tours.

**.50 Credit**

Semester

## **GREENHOUSE MANAGEMENT**

**Course ID: 143**

ELECTIVE

Grade Level: 9-12

Prerequisite: None

Description: Students will use the greenhouse and have the opportunity to grow a variety of plants and learn to care for them. Students will learn to identify horticultural plants and describe their usefulness as well as learn how to propagate their own plants using techniques such as cuttings, seeds, and tissue culture. Students will also learn to graft apple trees that they will take home at the end of the semester. This hands-on class will have students active each day, as they play a management role in the plant production process. Students will also learn about maple syrup production as they identify and tap maple trees. Students will process the sap into syrup.

**.50 Credit**

Semester

## **ANIMAL SCIENCE**

**Course ID: 145**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: Do you love animals? Are you interested in working with animals or in a veterinary setting? Students in this course will learn about a variety of domestic animals including dogs, cats, horses, cattle and more. Students will explore topics including training, anatomy, nutrition, physiology, genetics, selection, and health monitoring of domestic animals. This course will be particularly beneficial for those who are pet owners or are interested in careers involving veterinary science and technology. In addition, students will explore basic biological systems and concepts as well as future career and educational options.

**.50 Credit**

Semester

## **FISH, LAKES AND RIVERS**

**Course ID: 147**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: This course is developed for students who enjoy fish and aquatics. Students will study MN species and their management in different types of water bodies. We will utilize the Rum River for multiple water quality labs and population studies. Students will select and build their own custom fishing pole in class and complete the MN Boater Safety Certification Class.

**.50 Credit**

Semester

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# Agriculture

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## WILDLIFE AND WILDERNESS

**Course ID: 149**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: Wildlife management of large and small game animals will be the core content of the class. Students can earn the Trapper Education Certification needed to purchase a Minnesota trapping license. In addition, students will have the opportunity to learn about forestry, design wildlife food plots, as well as study and practice winter survival skills, compass and GPS navigation, and outdoor cooking. Students enrolling in this course should be prepared for numerous outdoor activities throughout the semester.

## TAXIDERMY

**Course ID: 128**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: Students will be introduced to the art of taxidermy through this semester course. Students will gain hands on experience with a variety of game species, including a small mammal (squirrel), birds (upland or waterfowl), fish (sunfish or crappie), and an antler mount. Students are asked to supply their own fish and game for this course. If students are unable to supply their own species, arrangements can be prearranged.

**.50 Credit**

Semester

## METALS I - WELDING

**Course ID: 125**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: This course is a “hands-on” introduction to arc and oxy-acetylene, and mig welding. Students will perform a variety of assigned welds that will help prepare them for a hobby or even a career in the welding field. This class is the prerequisite to Advanced Metals.

## METALS II - ADVANCED METALS

**Course ID: 1252**

ELECTIVE

Grade Level: 10-12

Prerequisite: C- or above in Metals I - Welding OR teacher approval

Description: Students enrolled in Metals 2-Advanced Metals have the opportunity to take the skills learned in Metals1-Welding and apply them to real world situations. Students will receive further instruction in arc (SMAW) and mig (GMAW) welding. Students will be introduced to TIG welding of mild steel, aluminum, and stainless steel, as well as an introduction to cutting with the plasma CNC cutting table. Other lab equipment will be utilized including sheet metal fabrication tools and the Hossfeld metal bender. ***Successful completion (C- or better) of this course will allow students to earn a 2-credit bypass towards WELD 1502 – Welding for Work and Leisure- through St. Cloud Technical and Community College.***

## METALS III -

## METAL MANUFACTURING

**Course ID: 1254**

ELECTIVE

Grade Level: 10-12

Prerequisite: C- or above in Metals I -Welding OR teacher approval AND Metals II- Advanced Metals (Metals II and Metals III can be taken in the same semester)

Description: Metal Manufacturing provides students with an opportunity to use the skills and knowledge gained in Metals 1-Welding and Metals 2-Advanced Metals to design and fabricate metal projects. Students will receive advanced training and experience with the Plasma CNC cutting table to implement on (a) project(s) of their choice.

**.50 Credit**

Semester

**.50 Credit**

Semester

**.50 Credit**

Semester

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# Agriculture

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## **PLUMBING AND ELECTRICITY**

**Course ID: 135**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

**.50 Credit**

Semester

Description: An introductory course for anyone interested in the construction field. Students will learn basic wiring procedures from the breaker panel to switches and outlets, and indoor and outdoor wiring. Plumbing will include the selection and use of plumbing materials, tools, and proper procedures to install and repair basic plumbing. Students apply what they have learned to plan their own house as a semester project.

## **SMALL ENGINES**

**Course ID: 131**

ELECTIVE

Grade Level: 10-12

Prerequisite: None

**.50 Credit**

Semester

Description: This course is designed to aid students in the understanding of 2-stroke and 4-stroke engines, how engines are constructed, how engines operate, and acceptable service and maintenance procedures. It is intended to be an introductory course in small engine repair, as students completely disassemble and reassemble a small engine and learn to trouble-shoot problems. Students will be introduced to a variety of specialty tools needed to troubleshoot a small engine.

## **DIVERSIFIED OCCUPATIONS / YOUTH APPRENTICESHIP**

**Course ID: 175**

ELECTIVE

Grade Level: 11-12

Prerequisite: On track to graduate & Instructor permission

**Credit Varies**

Semester

***Students may take this class multiple times for elective credit.***

Description: Diversified Occupations is an opportunity for students in grades 11/12, who want to receive on the job training through part time employment. Students will need a signed Individual Training Agreement, which is a contract between the school, student, employer, and guardians before they can be released to their place of employment. Course content includes: a training plan, performance evaluations, record of skills, safety in the workplace, and career exploration/planning through job shadows.

\*Students can be employed in any career pathway to complete this course: Health Science, Manufacturing, Arts, Automotive, Agriculture, Natural Resources, Human Resources, etc.

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# Applied Technology

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Applied Technology provides practical experiences in Science, Technology, Engineering, and Mathematics (STEM). Students learn real skills, solve real problems, and make real discoveries about the world. You work hands-on with technology that other students only read about. Instead of listening to a lecture about principles and theories, you get to put them to the test in fun, exciting ways. The goals of our Applied Technology Department are:

- To prepare students for success in science, technical, engineering, and math careers, and
- To prepare students to make smart and informed choices in their use of technology.

## **INTRO TO PRODUCTION**

**.50 Credit**  
Semester

**Course ID: 211**

ELECTIVE

Grade Level: 9-11

Prerequisite: None

Description: This semester course is a “hands-on” introduction to many of the key systems of Applied Technology. It is structured to introduce students to many important processes, materials, tools, and ideas used to produce the things we use every day. Students will work as individuals and in groups to create products using various tools and machines. We place special emphasis on woodworking, and focus on areas of product design, manufacturing, and construction.

## **TECH INTEGRATION**

**.50 Credit**  
Semester

**Course ID: 251**

ELECTIVE

Grade Level: 9-12

Prerequisite: None

Description: This semester course is structured to give students an opportunity to explore Tech Integrations. Students will be using technological applications like Laser Engravers, CNC routers, CAD programs, and 3D printers. This class will help students develop skills to integrate real world applications. This class will use resources that will introduce opportunities for future careers in the Technological field. This class is a hands on and resource based experience.

## **EXPLORING WOODWORKING**

**.50 Credit**  
Semester

**Course ID: 2311**

ELECTIVE

Grade Level: 10-12

Prerequisite: Intro. To Production is recommended or Pre-Approval of Instructor

Description: In this class students will develop basic woodworking skills through practical application and practice. Topics of focus in this class include project design, production planning, materials selection, machine tool and lab safety, hand tool use, general maintenance, and finishing processes, etc. This is a project oriented, hands-on class.

## **EXPLORING CONSTRUCTION**

**.50 Credit**  
Semester

**Course ID: 241**

ELECTIVE

Grade Level: 10-12

Prerequisite: Intro. To Production recommended or Pre-Approval of Instructor

Description: Here you can begin to see what it's like to be a part of the Construction Industry. You will learn about and perform many of the same jobs as the skilled craftsmen who build our homes, but on a smaller scale. This is a great class for juniors interested in moving on to our Building Trades course as a senior, or anybody that wants some experience in many of the areas in the field of Construction.

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## Applied Technology

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### **ARCHITECTURE CADD / DRAWING .50 Credit**

**Course ID: 235**

Semester

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: This is an introductory course to the field of architecture. Students will be focusing on the principles of residential design and draw floor plans of their designs. Students will also explore basic residential construction methods and their impact on home design. Computer aided drafting and design (CADD) will be a part of this course.

### **WOLF MANUFACTURING**

**.50 Credit**

**Course ID: 237**

Semester

ELECTIVE

Grade Level: 10-12

Prerequisite: None

Description: This introductory course explores the fundamentals of manufacturing, focusing on various processes, tools, and technologies used in modern production environments. Students will learn about materials, design, fabrication, and quality control, emphasizing safety, teamwork, and problem-solving. The course includes hands-on projects in areas such as machining, laser engraving, and production assembly. Students will explore career opportunities within the manufacturing sector, interact with industry professionals, and engage in leadership activities.

### **ADVANCED WOODWORKING**

**.50 Credit**

**Course ID: 233**

Semester

ELECTIVE

Grade Level: 11-12

Prerequisite: Exploring Woodworking is recommended or Pre-Approval of Instructor

Description: This advanced level course is designed to offer students the opportunity to broaden their knowledge and elevate their skill level in the field of woodworking. Advanced techniques and concepts will be applied in the areas of design, furniture making, and basic cabinetry. Students will be responsible for designing projects and working their ideas through to completion. Quality, ingenuity, and focus on task will be stressed.

### **BUILDING TRADES**

**2 Credits**

**Course ID: 245 / 246**

Full Year

ELECTIVE

**Meets two class periods**

Grade Level: 11-12

Prerequisite: Exploring Construction recommended or Pre-Approval of Instructor

Description: This vocational class covers all aspects of light frame construction. Topics include: Site preparation, framing, roofing, sheathing, window and door installation, interior and exterior finishing, etc. Students may gain job entry skills through the construction of a house and/or garage.

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# Art

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## **ART I**

**Course ID: 311**

ELECTIVE / ART

Grade Level: 9-12

Prerequisite: None

**.50 Credit**

Semester

Description: Art I is a course designed to give students an opportunity to explore their creative side and be exposed to different types of visual arts. The class is open to anyone interested in learning more about the art process, plus prepares students for other courses offered in the Art department. Art I will focus on the exploration of the different mediums – drawing and painting, sculpture and ceramics, as well as the elements of art, principles of design, art history, cultural and social influences. All you need is the desire to learn and develop the creative potential that you have.

## **DRAWING**

**Course ID: 321**

ELECTIVE / ART

Grade Level: 10-12

Prerequisite: Art I

**.50 Credit**

Semester

Description: Drawing explores a variety of subjects including portraits, figures, 3-Dimensional objects, architectural forms and landscapes. Drawing techniques that will be used are proportion, perspective, contour drawing, foreshortening, value interpretation, texture and abstraction.

## **PAINTING**

**Course ID: 331**

ELECTIVE / ART

Grade Level: 10-12

Prerequisite: Art I

Class Fee: \$10.00

**.50 Credit**

Semester

Description: Painting is a course designed to let the student experience painting mediums such as: watercolor, acrylic, oil pastel, tempera or mixed media. The student will learn different painting techniques, and become “color wise” and uniquely expressive at the same time. A survey of painting styles, periods, related cultural, social influences and art history will be included. Criticism and interpretation of your own and others’ work, plus the display of pieces are all important parts of the creative process. You will be looking at the styles and processes of many different artists and through this process you will hopefully find your own painting style.

## **CERAMICS / POTTERY**

**Course ID: 345**

ELECTIVE / ART

Grade Level: 10-12

Prerequisite: None

Class Fee: \$10.00

**.50 Credit**

Semester

Description: Everyone likes clay... Pottery is an introduction to hand building and glazing techniques. It may also include limited work on the wheel. The basic hand building construction methods such as pinch, coil and slab will be used to create functional ware and sculptural forms. Planning, designing, and problem solving will be utilized during the class. There will be aesthetic evaluations of all forms. Discover the reward of working clay into an artistic form.

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## Business and Technology

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The Business and Technology Department offers classes in computers, accounting, and business skills students will need in order to pursue a career in business. The variety of courses should be of interest to a large section of the student body. These courses are designed to prepare students for the world of work and post-secondary education.

### **MICROSOFT OFFICE**

**Course ID: 425**

ELECTIVE

Grade Level: 9-12

Prerequisite: None

**.50 Credit**

Semester

Description: Computer Skills are an essential tool in today's job market and post-secondary education. Microsoft Office 2016 software will be used where students will use word processing, spreadsheet, and presentation graphics to create business documents and presentations. This is primarily a self-paced class. Students will be asked to gather data and collect information for use in developing business documents. Students will be asked to use reference manuals and materials to complete projects.

### **INTRODUCTION TO BUSINESS**

**Course ID: 443**

ELECTIVE

Grade Level: 9-12

Prerequisite: None

**.50 Credit**

Semester

Description: This course is designed to introduce students to the world of business and help prepare them for their economic roles as consumer, worker, and citizen. Think you might want to work in or own your own business someday, will you be or are you a consumer of products or services? This class is for you. This class will also focus on personal finance and money management. Learn about getting a loan for your first car, learn how to balance your checkbook and understand all there is to know about credit and credit cards.

### **MARKETING**

**Course ID: 437**

ELECTIVE

Grade Level: 9-12

Prerequisite: None

**.50 Credit**

Semester

Description: If you want to find out how companies like Nike, Coke, General Mills and other successful companies accomplish their goals, this class is for you. Learn how to promote a product/service. Learn about the power of marketing, who your customers are and create and place your own advertisements. Students will learn about the key functions of marketing and how those functions apply to different businesses. Students gain insight into the types of careers available in the marketing area.

### **ACCOUNTING I**

**Course ID: 431**

ELECTIVE

Grade Level: 9-12

Prerequisite: None

**.50 Credit**

Semester

Description: Accounting is a skill level class for students who have a variety of career objectives. Most careers and jobs involve business in one way or another. Accounting is the language of business and is an important course that gives students an understanding of how financial decisions are made. Manual accounting procedures will be addressed to prepare students for that aspect of the accounting and business world. This class is a must for anyone planning to attend business school, those pursuing a major or minor in any business area in college, and anyone who intends to begin a business career or hopes to own their own business.

### **ACCOUNTING II**

**Course ID: 432**

ELECTIVE

Grade Level: 9-12

Prerequisite: Successful completion of Accounting I

**.50 Credit**

Semester

Description: This is a continuation of where Accounting I ends. Students will create a worksheet for a merchandising business and prepare the financial statements and other end-of-period tasks. Accounting for a merchandising business organized as a corporation will be up next on the agenda. Students will record transactions in journals, post to general and subsidiary ledgers, and prepare adjustment in the process of completing documents and forms related to accounting for a corporation.

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## Business and Technology

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### **CONTENT CREATION**

**.50 Credit**

**Course ID: 448**

Semester

ELECTIVE / ART

Grade Level: 10-12

Prerequisite: None

Description: Multimedia and digital communications combines computing and communication. Students will learn how to process information and then make this information available to audiences via electronic media. This class is for creative individuals who want to work with computers and electronic media. Students will design web pages, video programs, and sound broadcasts. They will create visual presentations and print documents using word processing software, presentation software, graphics and sound as educational, advertising, and entertainment tools. Students will learn to use online tools as resources for information management. Programs used but not limited to include: Photos, iMovie, Microsoft Word, Adobe InDesign, PowerPoint, Garage Band, Prezi, AppMakr and other online tools.

### **BUSINESS LAW**

**.50 Credit**

**Course ID: 435**

Semester

ELECTIVE

Grade Level: 9-12

Prerequisite: None

Description: Learn about current and relevant topics in Business Law. This course is designed to arouse the interest of the student into being more aware of the legal aspects of consumer law. This class will cover basic concepts without extensive theory of law. Learn about law and its applications common to daily living and to help as an aid in avoiding legal difficulties. It concentrates on the responsibilities and laws affecting society, citizens, consumers, and minors. The class will also address consumer law and personal finance law.

### **SMALL BUSINESS**

#### **ENTREPRENEURSHIP**

**1 Credit**

**Course ID: 421 / 422**

Full Year

ELECTIVE

Grade Level: 11-12

Prerequisite: Permission of instructor. Permission forms are available from the Business Department

Description: This course is an introduction to small business and entrepreneurship. Students will learn the basics of what it takes to start a business, how to manage a business, and the skills they need to be successful in a business. Students will have an overview of the following areas: types of ownership, legal rights and responsibilities, marketing, management, and finance. In addition, students will work in partnership with the school concessions business, the school store run in the high school, and plan and carry out a non profit activity/event. The students will gather information, research, set goals and conduct a feasibility study to help develop a business plan.

### **PERSONAL FINANCE (LIFE SMARTS) .50 Credit**

**Course ID: 430**

Semester

REQUIRED (Class of 2028 and Beyond)

Grade Level: 10-12

Prerequisite: None

Description: Students develop financial literacy knowledge and skills to prepare them for life after high school. Topics will include establishing a budget, earning a living, saving and investment options (stocks, bonds, real estate, etc.), selecting and using credit options, financial problem solving and decision making, banking organization services options, and managing risk through insurance. Also discuss post-secondary skills that the class as a whole decides upon based on topics provided and time availability.

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## Business and Technology

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### **CONCURRENT ENROLLMENT WITH M STATE**

#### **\*BUSINESS INTERNSHIP**

**1 Credit**

\*MN West (BUS 2297)

Semester

2 College Credits

**Course ID: 465**

**Meets two class periods**

ELECTIVE

Grade Level: 11-12

Prerequisite:

Juniors: 2.6 GPA, OR GPA in top 1/3 of class,  
OR ACT reading score of 21+ OR

ACCUPLACER score of 250+

Seniors: 2.6 GPA, OR GPA in top 1/2 of class,  
OR ACT reading score of 21+ OR

ACCUPLACER score of 250+

Students wishing to take this class must have a 2.6 GPA  
OR ACT Reading score of 21+ Students must have  
completed one of the following classes: Intro to Business,  
Marketing, Accounting I, Business Law or Small Business.  
There will be a separate application process for this  
course. Limited enrollment.

Description: Do you want to gain job experience while  
earning college credit? Try Business Internship. This  
course is designed to give students an understanding of  
employment expectations and opportunities. It offers  
students paid or unpaid work experience closely related to  
their academic and career pursuits. Activities are closely  
supervised by college instructors and on-the-job  
supervisors. Students will apply business theory and  
knowledge acquired to actual work settings and practice  
problem solving using business skills. This course will  
emphasize the expectations of today's employees in the  
workplace involving communication, decision-making,  
ethics, project completion, team building and  
management.

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## Career Investigation / Digital Citizenship

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### **CAREER INVESTIGATION/ DIGITAL CITIZENSHIP**

**Course ID: 021**

**REQUIRED**

Grade Level: 9

Prerequisite: None

**.50 Credit**

Semester

Description: This class provides students with opportunities to learn about themselves, teaches students how to go about finding career information, and helps them to begin thinking about their future. Students will begin by exploring their personality characteristics, interests, life experiences, and areas of skill and ability. The information gained through various assessments and personal evaluation will be used to help students explore career possibilities available in the world of work and post secondary opportunities. Included will be information on digital citizenship and how it can affect your future opportunities positively and negatively.

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# English

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**ENGLISH 9****Course ID: 505 / 506****REQUIRED**Grade Level: 9Prerequisite: None**1 Credit**

Full Year

Description: English 9 is a year-long course with an emphasis on literature and writing. Students will read a variety of fiction, nonfiction, poetry and drama. Students will write several essays. Students will work on reading, writing, speaking, listening, and interpreting skills at an individual level and in small groups.

**ACCELERATED ENGLISH 9****Course ID: 521 / 522****REQUIRED**Grade Level: 9Prerequisite: Teacher recommendation**1 Credit**

Full Year

Description: Accelerated English 9 is a year-long course with an emphasis on literature and writing. Students will engage in focused, in-depth analysis of short stories, poems, plays, novels, and nonfiction pieces individually, in small groups, and as a class. Students will also use critical thinking skills to participate in discussions and debates, as well as create essays and speeches that focus on organization, persuasion, explanation, and description. This course is meant to challenge students and help them develop higher-level thinking skills.

**ENGLISH 10****Course ID: 507 / 508****REQUIRED**Grade Level: 10Prerequisite: None**1 Credit**

Full Year

Description: Students will read a variety of fiction, nonfiction and poetry in preparation for the state reading test. Inference and theme will be emphasized, and technology will be used to enhance their learning experience. Several full-length novels and plays will be read. Students will be expected to organize and write for specific purposes such as to inform and to persuade.

**ACCELERATED ENGLISH 10****Course ID: 523 / 524****REQUIRED**Grade Level: 10Prerequisite: Teacher recommendation**1 Credit**

Full Year

Description: Students will read a variety of literature, including poetry, plays, and novels. Accelerated English 10 offers a more rigorous study in critical analysis, and students will learn advanced vocabulary and writing techniques to better prepare for accelerated English courses as juniors and seniors. Students are expected to understand and create theme, original thought, and credible analyses through written work and discussion.

**11 / 12 WRITING****Course ID: 577****ELECTIVE**Grade Level: 11-12Prerequisite: None**.50 Credit**

Semester

Description: Students will gain experience writing in a variety of contexts. Emphasis is placed on reasoning and using details to support claims. Students will use the writing process with their peers to produce clear, accurate, and sometimes creative texts. Daily practice with grammar, spelling, and vocabulary, as well as the creation of relevant writing pieces such as resumes and cover letters, prepare students for the world outside of the classroom.

**COLLEGE PREP WRITING****Course ID: 578****ELECTIVE**Grade Level: 11-12Prerequisite: Acc. Eng. 10 or 11/12 Writing**.50 Credit**

Semester

Description: This course prepares students to write advanced compositions in preparation for college-level writing. Purpose and style will be emphasized as students work through the writing process to produce final compositions focused in several areas such as expository, personal narrative, research, and scholarship/college entrance. Advanced style and vocabulary study will be integrated within each writing unit.

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# English

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## **AMERICAN LITERATURE**

**Course ID: 573**

**REQUIRED**

Grade Level: 11-12

Prerequisite: None

Description: This course consists of a combination of reading American literature and writing in response to the reading. Students will read works by American authors arranged chronologically from the early colonies to the modern age. The course will include a series of short stories, poems, plays, and nonfiction pieces.

## **WAR LITERATURE**

**Course ID: 574**

**ELECTIVE**

Grade Level: 11-12

Prerequisite: None

Description: Students will read a variety of fiction and nonfiction works of literature by American and foreign authors about wars such as WWII, Vietnam, and others. Writing assignments may include journals, poetry, short stories, and essays.

## **BRITISH LITERATURE**

**Course ID: 575**

**ELECTIVE**

Grade Level: 11-12

Prerequisite: None

Description: Students will read short stories, poetry, and novels by a variety of British authors including Beowulf, King Arthur, Shakespeare, Christie, and others. Writing assignments may include journals, poetry, short stories, and essays.

## **CONTEMPORARY LITERATURE**

**Course ID: 579**

**ELECTIVE**

Grade Level: 11-12

Prerequisite: None

Description: Students will read a variety of literature written from after World War II to the present. The class will consist of reading, discussion, short writings, and film. Assessments will include quizzes, tests, and both whole class and small group discussion.

## **CREATIVE EXPRESSION:**

**WRITING & THEATER**

**Course ID: 533**

**ELECTIVE / ART**

Grade Level: 9-12

Prerequisite: "B" average or better in English or permission of department

(Can repeat up to 2 times for elective credit.)

Description: The theater portion of this course will develop three basic areas: literature, acting, and stagecraft. Students will read several plays, participate in acting exercises and skit performances, and work on technical aspects. Students will compare film and stage productions.

The writing portion of this class will emphasize individual writing in several different genres including prose and poetry and perhaps drama. Students will keep writing notebooks and develop their writing style through in-class exercises and longer writings.

**.50 Credit**

Semester

**.50 Credit**

Semester

**.50 Credit**

Semester

**.50 Credit**

Semester

**.50 Credit**

Semester

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# English

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## **CONCURRENT ENROLLMENT WITH U OF M**

### **\*PUBLIC SPEAKING** .75 Credit

\*U of M (COMM 1101) 3 College Credits Semester

**Course ID: 565**

Grade Level: 11 or 12

Prerequisite: Top 50% of your class

#### ***U of M class size limit of 27 students***

Description: This course is designed to teach students basic public speaking skills. The course helps students develop an understanding of the basic principles of oral communication, with a focus on improving skills in researching, writing, and organizing effective presentations that are appropriate to particular audiences. Students will develop, improve, and gain confidence in basic delivery skills. Students will also learn to critically evaluate speeches and develop an awareness of, and appreciation for, the responsibilities of ethical communication.

## **CONCURRENT ENROLLMENT WITH U OF M**

### **\*UNIVERSITY LITERATURE** 1 Credit

\*U of M (ENGL 1001 W) 4 College Credits Semester

**Course ID: 564**

Grade Level: 12

Prerequisite: Top 20% of class or instructor permission

#### ***U of M class size limit of 25 students***

Description: This course involves critical reading, writing, and thinking giving students first hand experience with high academic standards of typical college education and personal responsibility for an effective transition to full time college study. Readings of novels, short stories, poems, and plays will be included. Students will read 7 novels of multi-cultural, contemporary literature, which deal with mature issues.

## **CONCURRENT ENROLLMENT WITH U OF M**

### **\*UNIVERSITY WRITING** 1 Credit

\*U of M (WRIT 1301) 4 College Credits Semester

**Course ID: 563**

Grade Level: 12

Prerequisite: College Prep Writing or Public Speaking and Two of the following criteria:

- Top 30% of your class
- GPA of 3.0 or higher in previous English courses
- An eagerness to engage in an interactive, process-based course that requires a significant time commitment in and outside of the classroom, as demonstrated by a letter of interest OR teacher recommendation
- Experience with or passion for coursework with intensive reading and writing demands, as demonstrated through a letter of interest, teacher recommendation, OR writing sample

#### ***U of M class size limit of 24 students***

Description: This course involves critical reading, writing, and thinking as students experience the types of academic writing they may expect in their college career such as summaries, essays, academic arguments, bibliographies, and research papers with high academic standards of typical college education and personal responsibility for an effective transition to full time college study. The course is designed to help students develop a clear thesis in a written paper and support that thesis with appropriate sources, evidence, and documentation.

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## Foods and Nutrition

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**FOODS AND NUTRITION****Course ID: 621**

ELECTIVE

Grade Level: 9-12Prerequisite: None**.50 Credit**

Semester

Description:

This course will focus on knowledge and preparation of food. The learner will know how nutrition is interconnected with health promotion and disease prevention through one's dietary intake.

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## Health

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**HEALTH:** The intent of this Health Program is to help young people make independent, informed decisions concerning their physical, mental, emotional and social well being. It encourages the student to discover his/her capabilities and responsibilities for attitudes and patterns of behavior that will promote a full and satisfying life style.

**HEALTH 10**

**Course ID 031/032**

**REQUIRED**

Grade Level: 10

Prerequisite: None

**.50 Credit**

Quarters 2&3

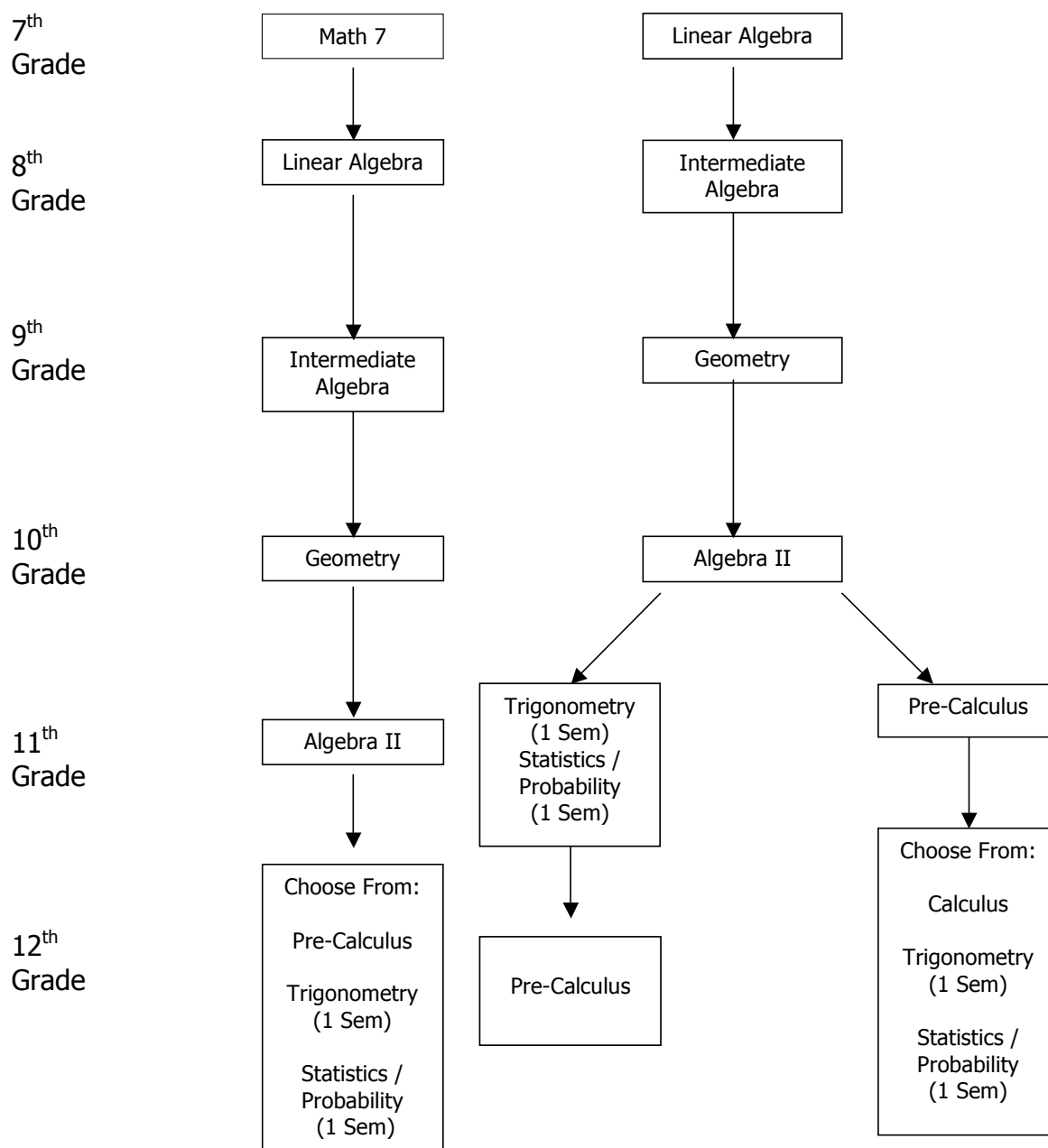
Description: Students will make informed decisions that enhance individual, family, and community health in the priority health areas, which include nutrition, mental/emotional wellness, tobacco, drug/alcohol, injuries and sexual human growth and development. Written and oral presentations will be a part of this class.

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# Mathematics

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## Milaca High School Math Pathways Options



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# Mathematics

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## **INTERMEDIATE ALGEBRA**

**1 Credit**

**Course ID: 713 / 714**

Full Year

ELECTIVE

Grade Level: 9-12

Prerequisite: None

Description: Intermediate Algebra is a class meant to be taken after Linear Algebra. Students will reinforce their linear algebra skills and be introduced to non-linear algebra. Topics will include quadratic equations, polynomials, rational expressions, and exponential modeling. This course will prepare each student for Algebra II.

## **GEOMETRY**

**1 Credit**

**Course ID: 731 / 732**

Full Year

ELECTIVE

Grade Level: 9-12

Prerequisite: Pass Intermediate Algebra

Description: Geometry consists of studying shapes and all characteristics about different types of shapes such as angles, area, perimeter, volume, surface area, 3D viewing, etc. The application of properties and theorems through proof helps students with understanding why things work the way they do. This class addresses the geometry portion of the Minnesota Academic Standards.

## **ALGEBRA II**

**1 Credit**

**Course ID: 717 / 718**

Full Year

ELECTIVE

Grade Level: 10-12

Prerequisite: Pass Intermediate Algebra

Description: Algebra II includes studying of axioms and how they apply in the four basic operations of mathematics, using variables to set up algebraic expressions and in solving problems applying to all areas of interest; studying linear equations, graph interpretations and systems of linear equations; factoring expressions, monomials and polynomials, finding greatest common factor and least common multiple; extending laws of exponents, methods of solving involving fractions and fractional equations; studying functional concepts both linear and quadratic; introducing the study of logarithms; studying systems of quadratic equations.

## **STATISTICS / PROBABILITY**

**.50 Credit**

**Course ID: 723**

Semester

ELECTIVE

Grade Level: 11-12

Prerequisite: Pass Algebra II

Description: Statistics / Probability provides an elementary introduction with application to the following topics: basic probability models, combinations and permutations, random variables, statistical elimination and testing, confidence intervals and linear regression.

## **TRIGONOMETRY**

**.50 Credit**

**Course ID: 725**

Semester

ELECTIVE

Grade Level: 11-12

Prerequisite: Pass Algebra II

Description: Trigonometry helps students develop skills to write and use the definitions of trig functions, sketch the graph of the trig functions, prove identities, solve trig equations, learn and apply the law of sines and cosines, and learn polar coordinates and graphs of simple equations in polar form.

## **APP & GAME DESIGN I**

**.50 Credit**

**Course ID: 741**

Semester

ELECTIVE

Grade Level: 9-12

Prerequisite: None

Description: This course will explore a variety of Information Technology topics and careers along with a broad range of computer-based skills and competencies that today's employers are seeking. Topics will include computer programming, software development, app development and other computer-based skills.

## **APP & GAME DESIGN II**

**.50 Credit**

**Course ID: 742**

Semester

ELECTIVE

Grade Level: 10-12

Prerequisite: C or better in App & Game Design I

Description: In this course, students will continue to learn computer programming, taking the knowledge and skills they learned in App and Game Design I to the next level. Students will learn more about creating games and apps using a variety of software and websites.

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# Mathematics

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## **CONCURRENT ENROLLMENT WITH SCSU OR HIGH SCHOOL CREDIT ONLY**

### **\*PRE-CALCULUS**

**1 Credit**

\*SCSU (MATH 115) 5 College Credits

Full Year

**Course ID: 721 / 722**

ELECTIVE

Grade Level: 11-12

Prerequisite:

Juniors: GPA in top 1/3 of class, OR 3.5

GPA, OR ACT 23+, OR PSAT 1070+

Seniors: GPA in top 1/2 of class, OR 3.0 GPA, OR  
ACT 23+, OR PSAT 1070+

***Students taking this course for college credit must  
pass a placement examination.***

Description: This course is intended to prepare students to take Calculus during their senior year, or prepare students for college-level math. The course will provide a strong foundation in Pre-Calculus concepts, techniques, and applications. Trigonometry, as well as quantitative reasoning and problem solving will be stressed.

## **CONCURRENT ENROLLMENT WITH U OF M OR HIGH SCHOOL CREDIT ONLY**

### **\*CALCULUS**

**1 Credit**

\*U of M (MATH 1371) 4 College Credits

Full Year

**Course ID: 761 / 762**

ELECTIVE

Grade Level: 12

Prerequisite: A or A- in Pre-Calculus or permission of  
instructor

Description: Calculus is fundamentally different from the mathematics that you have previously studied. It is essentially the study of motion, dealing with quantities that approach other quantities. The two primary areas we focus on are the Derivative and the Integral along with the applications that go along with them.

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## Media

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### **YEARBOOK**

**Course ID: 1413 / 1414**

**ELECTIVE**

Grade Level: 11-12

Prerequisite: Instructor permission with English Teacher recommendation

**1 Credit**

Full Year

***Students may take this class up to 2 times for elective credit. Class max of 20 students***

Description: Students in Yearbook class will produce a timeless, creative, and innovative publication which will record our school's community, memories, and events. Students will gain skills in the following areas: page design, publishing techniques, copy writing, editing, photography, record keeping, time management, teamwork, marketing, and leadership. Students in this class must be able to work independently, think creatively, and write professionally. NOTE: Much of the planning and communication in this class will be done via Google Classroom. You can take this class during your open hour and collaborate with the rest of the class digitally and also during scheduled yearbook meetings.

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## Music

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### **SYMPHONIC BAND**

**Course ID: 831 / 832**

ELECTIVE / ART

Grade Level: 9-12

Prerequisite: High School Credit Only: None

College Credit: Sophomores- GPA 3.0 or higher

Juniors- GPA 3.0 or higher (appeals may be granted)

Seniors- GPA 2.5 or higher (appeals may be granted)

Description: Members of Symphonic Band will learn to read and perform music on a band instrument in a group and as an individual. Elements of music theory, history and cultural impact of music performance on society will be introduced. Teamwork and team building are important elements of the band room culture. Band members are eligible for numerous co-curricular music opportunities including pep band, marching band, jazz ensemble and participation in Minnesota State High School League Solo Ensemble Contest. Concert attendance and lesson attendance are required element of this class. Symphonic Band membership is determined by instructor selection and an audition process. The band is open to selected students in grades 9-12

### **CONCERT BAND**

**Course ID: 821 / 822**

ELECTIVE / ART

Grade Level: 9-12

Prerequisite: None

Description: Members of Concert Band will learn to read and perform music on a band instrument in a group and as an individual. Elements of music theory, history and cultural impact of music performance on society will be introduced. Teamwork and team building are important elements of the band room culture. Band members are eligible for numerous co-curricular music opportunities including pep band, marching band, jazz ensemble and participation in Minnesota State High School League Solo Ensemble Contest. Concert attendance and lesson attendance are required element of this class. This band is open to students in grades 9-12. **All 9<sup>th</sup> grade band members should register for Concert Band unless otherwise instructed.**

***Special Note:** Students with treble voices may register for Varsity Choir and Concert Band concurrently. Students who do this will participate in both ensembles on an every other day basis. Every Other Day Course ID: 8211 / 8222*

**1 Credit**

Full Year

### **CONCERT CHOIR**

**Course ID: 823 / 824**

ELECTIVE / ART

Grade Level: 9-12

Prerequisite: None

Description: Members of Concert Choir will learn to read and perform music vocally in a group and as an individual. Elements of music theory, history and cultural impact of music performance on society will be introduced. Teamwork and team building are important elements of the choir room culture. Choir members are eligible for numerous co-curricular music opportunities including chamber choir and participation in Minnesota State High School League Solo Ensemble Contest. Concert attendance and lesson attendance are required element of this class. Concert Choir membership is determined by instructor selection and an audition process. The choir is open to students who are selected in grades 9-12.

**\*All 9<sup>th</sup> grade students with bass voices should register for Concert Choir.**

### **VARSITY CHOIR**

**Course ID: 833 / 834**

ELECTIVE / ART

Grade Level: 9-12

Prerequisite: None

Description: Members of Varsity Choir will learn to read and perform music vocally in a group and as an individual. Elements of music theory, history and cultural impact of music performance on society will be introduced. Teamwork and team building are important elements of the choir room culture. Choir members are eligible for numerous co-curricular music opportunities including chamber choir and participation in Minnesota State High School League Solo Ensemble Contest. Concert attendance is a required element of this class and lessons are available. This choir is open to students in grades 9-12.

***Special Note:** Students with treble voices may register for Varsity Choir and Concert Band concurrently. Students who do this will participate in both ensembles on an every other day basis. Every Other Day Course ID: 8211 / 8222*

**1 Credit**

Full Year

**1 Credit**

Full Year

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# Physical Education

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## **PHYSICAL EDUCATION 9**

**.50 Credit**  
Semester

**Course ID: 015**

**REQUIRED**

Grade Level: 9

Prerequisite: None

Description: Students will study the effects exercise plays in good health. They will begin developing a personal fitness plan, which includes self-assessed cardiovascular, strength, and flexibility fitness capability. They will have to complete a written evaluation, develop a personal fitness plan and assess health benefits of aerobic and anaerobic activities.

## **PHYSICAL EDUCATION 10**

**.50 Credit**  
Quarters 1&4

**Course ID: 017 / 018**

**REQUIRED**

Grade Level: 10

Prerequisite: None

Description: Students will study the effects exercise plays in good health. They will begin developing a personal fitness plan, which includes self-assessed cardiovascular, strength, and flexibility fitness capability. They will have to complete a written evaluation, develop a personal fitness plan and assess health benefits of aerobic and anaerobic activities. In addition, they will demonstrate competency in lifetime activities.

## **STRENGTH AND CONDITIONING .50 Credit**

**Course ID: 020**

Semester

**ELECTIVE**

Grade Level: 11-12

Prerequisite: Must have completed the 9<sup>th</sup> and 10<sup>th</sup> grade required physical education requirements with at least a C average.

***Students may be granted instructor permission to take this class more than one time for elective credit.***

Description: Strength and Conditioning will explore multiple avenues intended to improve physical fitness through a variety of cardiovascular and strength training activities. This class would incorporate skills learned in 9<sup>th</sup> and 10<sup>th</sup> grade physical education.

## **UNIFIED PHYSICAL EDUCATION .50 Credit**

**Course ID: 040**

Semester

**ELECTIVE**

Grade Level: 10-12

Prerequisite: PE 9 & Teacher Approval

***Students may take this class multiple times for elective credit.***

Description: This course combines students of all abilities to participate in developmentally appropriate activities including lifetime activities, physical fitness, and sport. Students will work together to increase competence and confidence in a variety of physical activities. Through ongoing leadership opportunities, members of this course will be empowered to help create a more inclusive and accepting school environment for all students.

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# Science

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## **EARTH AND SPACE SYSTEMS**

**1 Credit**

**Course ID: 1033 / 1034**

Full Year

**REQUIRED**

Grade Level: 9

Prerequisite: None

Description: Earth and Space Systems is composed of two courses, Astronomy and Geology, each being a semester long. Astronomy is the study of our Sun-Earth-Moon system, our solar system with all its moving objects, as well as how light and the proper tools uncover the mysterious possibilities in our galaxy within the Universe. As an added bonus, you will experience our newest tool, the digital dome Planetarium. This HD 360° view of space feels like you are really in the midst of space. Students will also experience nighttime observations through large telescopes and learn how to take dark sky photographs of near Earth and deep space objects, with and without the aid of telescopes. Geology is the in depth study of the earth and its processes; this includes mountain/volcano building, rock and mineral investigations, and records of the earth's past. Special emphasis will be placed on Earth's energy resources, renewable/inexhaustible (solar and wind) resources, and global warming as an international issue. We will learn how to engineer and build functioning solar energy collectors to be used in our every day lives.

## **BIOLOGY**

**1 Credit**

**Course ID: 1021 / 1022**

Full Year

**REQUIRED**

Grade Level: 10

Prerequisite: None

Description: Biology is the study of life and living organisms. It explains how life grows, develops, survives, reproduces and behaves. In this class you will cover topics such as ecology, cell respiration, genetics, and the theory of evolution. Skills that you will learn: scientific writing skills, scientific inquiry, and working with others to accomplish a task.

## **CHEMISTRY**

**1 Credit**

**Course ID: 1031 / 1032**

Full Year

**REQUIRED**

Grade Level: 11-12

Prerequisite: None

Description: Chemistry is the study of the structure and composition of matter and how the atoms, molecules, and ions react with each other in forming new materials. Chemistry will deal with the theories of what chemical substances are and how they act. Experiments and labs will deal with what happens when chemicals react and why it happens.

## **ACCELERATED CHEMISTRY**

**1 Credit**

**Course ID: 1045 / 1046**

Full Year

**REQUIRED**

Grade Level: 11-12

Prerequisite: Instructor permission

Description: Chemistry is the study of the structure and composition of matter and how the atoms, molecules, and ions react with each other in forming new materials. Accelerated Chemistry labs and research will offer more rigor and require a higher level of commitment from students. People who plan to go into any Science-Math related field will find this course a must. This includes the fields of nursing, veterinary, medical technology, research, engineering, medicine, and teaching (Science, Agriculture, Math, Family and Consumer Science, etc.)

## **PHYSICS**

**1 Credit**

**Course ID: 1035 / 1036**

Full Year

**ELECTIVE**

Grade Level: 11-12

Prerequisite: "C" average in previous Science courses, "C" average or concurrently enrolled in Algebra II or permission from instructor

**Juniors must receive instructor permission**

Description: Physics is the study of motion, energy and sound. Motion will be studied in depth during the first semester. There will be extensive lab working in conjunction with the use of the computer. There are two major projects (roller coaster and Valleyfair). Some of the course will be flipped, requiring some independent work. Some knowledge of right triangles will help.

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## Science

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### **FORENSIC SCIENCE/CRIME SCENE INVESTIGATIONS (CSI)**

**.50 Credit**  
Semester

**Course ID: 1041**

ELECTIVE

Grade Level: 11-12

Prerequisite: Passed with a "B" average or concurrently enrolled in Biology, Chemistry and Algebra II or Pre Calculus, or with Department/Instructor permission

Description: Forensic Science is a branch of science used for legal purposes to determine cause of death and examination of injuries due to crimes. Throughout the semester we will be learning about many different topic areas including; processing a crime scene, forensic anthropology, forensic entomology, DNA evidence, fingerprints, blood spatter, trace evidence, the criminal mind, toxicology, arson and a crime scene assessment at the end of the semester. This course will allow students to incorporate many of the science and math concepts they have learned in previous courses.

### **CONCURRENT ENROLLMENT WITH SCSU**

#### **\* HUMAN BIOLOGY**

**.75 Credit**

\*SCSU (BIO 103) 3 College Credits

Semester

**Course ID: 1061**

ELECTIVE

Grade Level: 11-12

Prerequisite: "B" in Biology;

Juniors: GPA in top 1/3 of class, OR 3.5 GPA, OR ACT 23+, OR PSAT 1070+

Seniors: GPA in top 1/2 of class, OR 3.0 GPA, OR ACT 23+, OR PSAT 1070+

Description: Biology 103 is a college course that is offered by MHS in conjunction with SCSU. Students enrolled in it can receive both HS credit and college credit through SCSU. It focuses on the organization and general function of the human body while discussing the social implications of biological principles. Topics covered include: Genetic Engineering, Cancer Gene Detection, Immune System and Neurological Drug Dependence.

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## Social Studies

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### **HUMAN GEOGRAPHY**

**.50 Credit**  
Semester

**Course ID: 1107**

**REQUIRED**

Grade Level: 9

Prerequisite: None

Description: This course is designed as an introduction to the principal concepts, approaches, and perspectives of the study of geography through the examination of world geographic patterns and processes. Major topics of study include: 5 themes of geography & mapping skills; Population; Culture; Political; Agriculture; Economics; Urban; Environmental.

### **WORLD HISTORY I-9**

**.50 Credit**  
Semester

**Course ID: 1123**

**REQUIRED**

Grade Level: 9

Prerequisite: None

Description: This class will be a survey course in which students will look at and discuss World History from the beginnings of human society through the Middle Ages. Topics covered will include: Egyptians, Greeks, Romans, Byzantines, Early Americas, Medieval Europe, etc.

### **U.S. HISTORY**

**1 Credit**  
Full Year

**Course ID: 1111 / 1112**

**REQUIRED**

Grade Level: 10

Prerequisite: None

Description: We will examine the major events, people, ideas, movements, conditions, and issues in U. S. History. You will be required to look for cause and effect relationships in order to determine historical interpretations. In addition, you will conduct historical inquiries and research in order to make informed decisions about contemporary life.

### **WORLD HISTORY II**

**.50 Credit**  
Semester

**Course ID: 1122**

**REQUIRED**

Grade Level: 11

Prerequisite: None

Description: This class will be a survey course in which students will look at and discuss World History from the Ages of the Renaissance and Exploration through Modern Times. Topics covered will include: Age of Revolution, Industry and Nationalism, the World in Conflict, the Contemporary World, etc.

### **SOCIOLOGY**

**.50 Credit**  
Semester

**Course ID: 1125**

**REQUIRED**

Grade Level: 11

Prerequisite: None

Description: This course will examine the science that studies human society and social behavior. Some of the various topics include cultural diversity, our social structure, socialization, crime and deviance, racial and ethnic relations, gender, age, and health issues.

### **AMERICAN GOVERNMENT**

**.50 Credit**  
Semester

**Course ID: 1131**

**REQUIRED**

Grade Level: 12

Prerequisite: None

Description: This course will focus on various functions and processes within our country's government. Some major topics include: the major branches of our government and how they work together, decision making by government officials on current issues, and how the legal system is incorporated into our government. Legal issues featured will be personal rights and the criminal justice and judicial system.

### **APPLIED ECONOMICS**

**.50 Credit**  
Semester

**Course ID: 1133**

**REQUIRED**

Grade Level: 12

Prerequisite: None

Description: Applied Economics is a basic course in consumer economics. Practical application of economics to a person's life at home and work is the objective of the course. Some of the topics to be covered are supply and demand, budgeting, saving, investing, and buying goods and services. A short application of income taxes and government's role in the economy will be presented along with current news, financial and economic systems, and international business.

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## Social Studies

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### **HOLOCAUST AWARENESS .50 Credit**

**Course ID: 1127**

Semester

ELECTIVE

Grade Level: 11-12

Prerequisite: None

Description: This class will help shape the truth about the way we see the Holocaust. The class is a tool to view moral behavior and to educate students about contemporary genocide issues. The objective in the class is to help individuals understand their connection to the Holocaust and how each of us can work proactively to ensure that history does not repeat itself. Our goal will be to inform students of the 21<sup>st</sup> Century, so they can help make the world a better place, free of bigotry, bias, prejudice and bullying.

### **CONCURRENT ENROLLMENT WITH SCSU**

#### **\*PRINCIPLES OF SOCIOLOGY**

**.75 Credit**

\*SCSU (SOC 160) 3 College Credits

Semester

**Course ID: 1165**

REQUIRED

Grade Level: 11-12 (Priority given to juniors)

Prerequisite:

Juniors: GPA in top 1/3 of class, OR 3.5 GPA, OR ACT 23+, OR PSAT 1070+

Seniors: GPA in top 1/2 of class, OR 3.0 GPA, OR ACT 23+, OR PSAT 1070+

Description: **Students enrolled in this class will fulfill 1/2 of the 11<sup>th</sup> grade Social Studies requirement at Milaca High School.** This course is designed to introduce you to the sociological perspective, key concepts and theoretical perspectives in sociology, and approaches to the systematic study of human behavior and social life.

### **CONCURRENT ENROLLMENT WITH SCSU**

#### **\*AMERICAN NATIONAL GOVT.**

**.75 Credit**

\*SCSU (POL 111) 3 College Credits

Semester

**Course ID: 1167**

REQUIRED

Grade Level: 12

Prerequisite: GPA in top 1/2 of class, OR 3.0 GPA, OR ACT 23+, OR PSAT 1070+

Description: **Students enrolled in this class will fulfill 1/2 of the 12<sup>th</sup> grade Social Studies requirement at Milaca High School.** Students who take this course will develop an understanding of the U.S. institutions of government and the role of the citizen in the democratic process in the United States.

### **CONCURRENT ENROLLMENT WITH SCSU**

#### **\*INTRO. TO PSYCHOLOGY**

**.75 Credit**

\*SCSU (PSY 115) 3 College Credits

Semester

**Course ID: 1163**

ELECTIVE

Grade Level: 11-12

Prerequisite:

Juniors: GPA in top 1/3 of class, OR 3.5 GPA, OR ACT 23+, OR PSAT 1070+

Seniors: GPA in top 1/2 of class, OR 3.0 GPA, OR ACT 23+, OR PSAT 1070+

Description: Survey of contemporary scientific psychology. Includes: biological bases of behavior, cognitive mechanisms, learning/behavioral adaptation, development, social influences, personality disorders, and treatment.

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# Spanish

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## **SPANISH I**

**1 Credit**

**Course ID: 1231 / 1232**

Full Year

ELECTIVE

Grade Level: 9-12

Prerequisite: "C" average in English classes

Description: This is a basic introduction to Spanish in which vocabulary, grammar, speaking, listening, and writing skills are practiced. Spanish I requires excellent attendance, daily study, good memory skills, and good language arts skills. Text used is Buen Viaje 1!

## **SPANISH II**

**1 Credit**

**Course ID: 1233 / 1234**

Full Year

ELECTIVE

Grade Level: 10-12

Prerequisite: "C" average in Spanish I

Description: This course is a continuation of Spanish I. Students receive further practice in speaking, listening, writing, and grammar skills. Text used is Buen Viaje 1 and 2!

## **SPANISH III**

**1 Credit**

**Course ID: 1235 / 1236**

Full Year

ELECTIVE

Grade Level: 11-12

Prerequisite: Spanish II

Description: This course is for students who have completed 2 years of Spanish. The emphasis of the class is in reading comprehension. Students in this level will read novels, explore culture, and have more in depth conversations.

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## American Sign Language ITV Courses

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### **AMERICAN SIGN LANGUAGE I (ITV)**

**Course ID: 1241 / 1242**

**ELECTIVE**

Grade Level: 10-12

Prerequisite: 3.0 GPA or Counselor Approval

**1 Credit**

Full Year

Description: American Sign Language will introduce students to the language and culture of the Deaf people in the United States. The course will focus on specific linguistic and cultural behaviors, as well as introduce students to the grammar of ASL. Students should possess strong English language skills, be self-motivated, comfortable with using technology for assignments and capable of independent study and practice. Students will participate extensively in interactive classroom activities using the “Voice Off” policy to ensure ASL immersion. (Class is an on camera environment that connects with other districts.) **American Sign Language is considered a “world language” by the Minnesota State Colleges and Universities.**

### **AMERICAN SIGN LANGUAGE II (ITV)**

**Course ID: 1243 / 1244**

**ELECTIVE**

Grade Level: 11-12

Prerequisite: Grade of C or better in ASL I

**1 Credit**

Full Year

Description: American Sign Language II is a continuation of ASL I. Students will continue to develop their skills in communicating with the Deaf Community. Additional vocabulary, grammar and culture is covered to build on the core knowledge of the language. Both expressive and receptive skills will be the focus of the course, with an equal emphasis. Students should possess strong English language skills, be self-motivated, comfortable with using technology for assignments, and capable of independent study and practice. Students will participate extensively in interactive classroom activities using the “Voice Off” policy to ensure ASL immersion. (Class is an on camera environment that connects with other districts.)

**American Sign Language is considered a “World Language” by the Minnesota State Colleges and Universities.**

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# Pine Technical and Community College's Healthcare Academy- ITV

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## **CONCURRENT ENROLLMENT WITH PTCC**

### **HEALTHCARE ACADEMY**

*In the Healthcare Academy you will gain the foundational knowledge and skills necessary to work with patients or long-term care facility clients, building awareness and comfort working in the healthcare, assisted living, or senior living atmospheres*

#### ***Pine Technical and Community College***

**Pathways:** *In addition to earning valuable skills and becoming a certified nursing assistant (upon successful completion of courses), the college credit earned in the Healthcare Academy will transfer into the Nursing Assistant and Trained Medication Aide certificate, Practical Nursing diploma, and the Associate Degree Nursing (RN) degree.*

#### **\*MEDICAL TERMINOLGY/ HEALTH CAREERS I / HEALTH CAREERS II (ITV)**

**1.25 Credit**

\*Pine Tech. and Community (HPPC 1002; Semester HCCC 1215; HCCC 1220) 5 College Credits

**Course ID: 9611**

ELECTIVE

Grade Level: 11-12

Prerequisite: Excellent attendance and behavior

Juniors: top 1/3 of class or 3.0 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

#### Description for Medical Terminology (HPPC 1002):

This course reinforces correct word definitions, pronunciation, and spelling as studied in Medical Terminology. Students will be introduced to additional terminology specific to all body systems as well as abbreviations, eponyms, and common drug names. Students will apply medical terminology to basic interpretation of focused Internet searches. Medical terminology as it relates to basic anatomy and functions of the body systems will be further explored.

#### Description for Health Careers I (HCCC 1215):

This course will introduce students to healthcare considerations and expectations. Students will explore legal and ethical influences on healthcare, while developing a basic understanding of medical terminology and therapeutic communication techniques in healthcare careers.

#### Description for Health Careers II (HCCC 1220):

This course will familiarize students with career options within the fields of allied health. Students will explore client and staff diversity, client needs, and safety and standard precautions found in healthcare careers. Course content is designed to provide basic understanding of health care delivery expectations and apply critical thinking to various healthcare topics.

#### **\* MEDICAL DOSAGES / PHARMACOLOGY (ITV)**

**.50 Credit**

\*Pine Tech. and Community (HPPC 1000; Semester HPPC 1004) 2 College Credits

**Course ID: 961**

ELECTIVE

Grade Level: 11-12

Prerequisite: Excellent attendance and behavior

Juniors: top 1/3 of class or 3.0 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

Pharmacology also requires 3.0 GPA or higher OR Next Gen. ACCUPLACER Reading score of 250+ OR ACT Reading score of 21+ OR MCA Reading score of 1047+ OR ACT Reading score of 19-20 with GPA of 2.5 or higher OR MCA Reading score of 1042-1046 with GPA of 2.5 or higher OR Next Gen. ACCUPLACER Reading score of 236-249 with GPA of 2.5 or higher

#### Description for Medical Dosages (HPPC 1000):

This course will focus on introducing students to medical dosages and the terminology associated with medication orders. Students will learn theory and skills related to calculating medication dosages.

#### Description for Pharmacology (HPPC 1004):

This course will provide the student with an introduction to basic pharmacology. Students will be presented with the major drug classifications as they relate to body systems.

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# Pine Technical and Community College's Automobile Technology- ITV

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## **CONCURRENT ENROLLMENT WITH PTCC**

*In the Automotive Academy, you will experience a unique, hands-on learning opportunity and work side-by-side with industry certified technicians to develop high tech skills used in today's automotive repair and technology fields and prepares students with the technical knowledge and skills to repair, service, and maintain all types of automobiles.*

### ***Pine Technical and Community College***

***Pathways:*** *The job market for automotive technicians is growing and many job openings will be created by the need to replace retiring technicians. In addition to expanding career opportunities, Automotive Academy courses transfer into PTCC's automotive technology certificate, diploma and AAS degree.*

## **\*INTRODUCTION TO AUTOMOBILE**

### **TECHNOLOGY (ITV) .75 Credit**

\*Pine Tech. and Community (ATMP1212) Semester  
3 College Credits

**Course ID: 1465**

ELECTIVE

Grade Level: 11-12

Prerequisite: Excellent attendance and behavior

Juniors: top 1/3 of class or 2.5 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

Description: This course introduces students to automotive careers. Students considering the automobile technician career field will have an opportunity to explore basic skills and education needed for the automotive occupation. In addition, principles of operation for automotive systems, shop safety, and use of service information are emphasized. A minimum of 2 on campus visits will be scheduled so that students can work in PTCC's automotive lab.

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# Pine Technical and Community College's Business Academy- ITV

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## **CONCURRENT ENROLLMENT WITH PTCC**

### **BUSINESS ACADEMY**

*Marketing or Management? Entrepreneur or CEO? Business-related fields are among the most popular college majors. In this academy, you will learn foundational business skills including business computer applications, business communications, conflict resolution, team building, and how to utilize business information systems.*

*Students who complete the 4 Business Academy classes plus a 4 college credit Composition class (such as PTCC's ENGL 1276) will earn the Business Essentials Certificate offered through Pine Technical and Community College.*

#### ***Pine Technical and Community College***

**Pathways:** *This academy will give you a jumpstart to determine your future career path. In addition to expanding career opportunities, the college credit earned through the Business Academy will completely transfer into PTCC's one-year Business Administration Diploma, the two-year Business Transfer Pathway Associate of Science degree, and the two-year Management Information Systems degree.*

### **\*INTRO TO BUSINESS / HUMAN RELATIONS IN BUSINESS (ITV)** **1.5 Credit**

\*Pine Tech. and Community (BUSN1100; Semester BUSN 1130) 6 College Credits

**Course ID: 965**

ELECTIVE

Grade Level: 11-12

Prerequisite: Counselor's signature, excellent attendance and behavior

Juniors: top 1/3 of class or 2.5 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

3.0 GPA or higher OR Next Gen. ACCUPLACER Reading score of 250+ OR ACT Reading score of 21+ OR MCA Reading score of 1047+ OR ACT Reading score of 19-20 with GPA of 2.5 or higher OR MCA Reading score of 1042-1046 with GPA of 2.5 or higher OR Next Gen. ACCUPLACER Reading score of 236-249 with GPA of 2.5 or higher

#### Description for Introduction to Business (BUSN 1110):

This course provides an overview of the world of business. Students will learn about the environment of business, including the economic, political/legal, socio-demographic, global, technological, and competitive aspects and how they impact organizations. The various functional areas of business (management, marketing, and finance) will be examined.

#### Description for Human Relations in Business (BUSN 1130):

This course introduces human relations principles, methods, and skills applicable to management effectiveness and career success. Students will learn about principles and methods of organizational communication, professionalism, motivation, team building, conflict resolution, leadership, negotiation, cultural differences, and personal communication. Practical application and development of skills in these areas are emphasized throughout the course.

### **\* BUSINESS COMPUTER APPLICATIONS / BUSINESS INFORMATION SYSTEMS (ITV)**

**1.5 Credit**

\*Pine Tech. and Community (BUSN1120; Semester BUSN 1140) 6 College Credits

**Course ID: 9666**

ELECTIVE

Grade Level: 11-12

Prerequisite: Counselor's signature, excellent attendance and behavior

Juniors: top 1/3 of class or 2.5 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

3.0 GPA or higher OR Next Gen. ACCUPLACER Reading score of 250+ OR ACT Reading score of 21+ OR MCA Reading score of 1047+ OR ACT Reading score of 19-20 with GPA of 2.5 or higher OR MCA Reading score of 1042-1046 with GPA of 2.5 or higher OR Next Gen. ACCUPLACER Reading score of 236-249 with GPA of 2.5 or higher

#### Description for Business Computer Applications (BUSN 1120):

This course introduces computer terminology, hardware, and software as it relates to the business environment. Students will learn business productivity software applications such as word processing, spreadsheets, databases and presentation graphics, as well as business-oriented internet use and the principles of professional behavior in computing and business-oriented internet use.

#### Description for Business Information Systems (BUSN 1140):

This course introduces students to computer-based information systems within business organizations. Students will learn the strategic and administrative roles of information systems in business and explore the applications of computers and information technology to advance the efficiency and effectiveness of individuals, groups, and organizations.

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# Pine Technical and Community College's Cybersecurity Academy- ITV

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## **CONCURRENT ENROLLMENT WITH PTCC**

### **CYBERSECURITY ACADEMY**

*The Cyber Security Academy is designed exclusively for high school students who recognize the pervasive role of information technology in our daily lives. The academy offers four courses covering essential topics in the cybersecurity field. Students will explore the fundamentals of cyber security, hardware support, software support, and workstation operations, equipping them with a robust understanding of these critical areas. By participating in this program, students will be well-prepared to enroll in PTCC's Cyber Security and Network Administration programs.*

#### **\* COMPUTER HARDWARE SUPPORT / CYBER-SECURITY ESSENTIALS (ITV)**      **1.25 Credit**

\*Pine Tech. and Community (COCP 1250; Semester CSEC 1300) 5 College Credits

**Course ID: 968**

ELECTIVE

Grade Level: 11-12

Prerequisite: Excellent attendance and behavior

Juniors: top 1/3 of class or 2.5 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

3.0 GPA or higher OR Next Gen. ACCUPLACER Reading score of 250+ OR ACT Reading score of 21+ OR MCA Reading score of 1047+ OR ACT Reading score of 19-20 with GPA of 2.5 or higher OR MCA Reading score of 1042-1046 with GPA of 2.5 or higher OR Next Gen. ACCUPLACER Reading score of 236-249 with GPA of 2.5 or higher

#### Description for Computer Hardware Support (COCP 1250):

In this course, students learn to support personal computer (PC) hardware. Students will investigate how hardware is installed and operates in relationship with the software used to support that hardware. Topics include the installation, configuration, support, and troubleshooting of system boards; CPUs; memory; video connections; floppy, optical, and hard drives; multimedia; and input/output devices.

#### Description for Cybersecurity Essentials (CSEC 1300):

This course introduces students to networking concepts, technologies, and typical network administration duties found in the workplace. Students will learn communication models, network protocols, IP addressing and subnetting, physical and logical topologies for local area networks (LAN) and wide area networks (WAN), transmission media, and basic router and switch configuration.

#### **\* COMPUTER SOFTWARE SUPPORT / WORK-STATION OPERATING SYSTEMS (ITV)** **1.5 Credit**

\*Pine Tech. and Community (COCP 1251; Semester COCP 1209) 6 College Credits

**Course ID: 9688**

ELECTIVE

Grade Level: 11-12

Prerequisite: Excellent attendance and behavior

Juniors: top 1/3 of class or 2.5 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

3.0 GPA or higher OR Next Gen. ACCUPLACER Reading score of 250+ OR ACT Reading score of 21+ OR MCA Reading score of 1047+ OR ACT Reading score of 19-20 with GPA of 2.5 or higher OR MCA Reading score of 1042-1046 with GPA of 2.5 or higher OR Next Gen. ACCUPLACER Reading score of 236-249 with GPA of 2.5 or higher

#### Description for Computer Software Support (COCP 1251):

In this course, students learn to support personal computer (PC) software. Students will investigate how software is installed and operates in relationship with the hardware used to support that software. Topics covered include the installation, configuration, support, software troubleshooting, operational procedures, security, and best practice procedures.

#### Description for Workstation Operating Systems (COCP 1209):

In this course, students learn to install, configure, administer, and support the current version of Microsoft Windows workstation operating system (OS). Topics covered include: workstation installation, user management and permissions, file system management, and print services. In advanced workstation configuration and connection, troubleshooting, and network support are also covered.

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# Pine Technical and Community College's Early Childhood Education Academy- ITV

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## **CONCURRENT ENROLLMENT WITH PTCC**

### **EARLY CHILDHOOD EDUCATION ACADEMY**

*The increasing need for educated early care and education caregivers can lead to a rewarding and challenging career in child care centers, pre-schools, early childhood education, and many other settings. The Early Childhood Education Academy prepares you for this in-demand field through introductory courses.*

#### ***Pine Technical and Community College***

**Pathways:** *The college credit earned through the Early Childhood Education Academy will completely transfer into PTCC's Early Childhood Development certificate, diploma, AS, and AAS degrees.*

### **\* INTRO TO EARLY CHILDHOOD**

**.75 Credit**

\*Pine Tech. and Community (CDEV 1200) Semester

3 College Credits

**Course ID: 9691**

ELECTIVE

Grade Level: 11-12

Prerequisite: Counselor's signature, excellent attendance and behavior

Juniors: top 1/3 of class or 2.5 GPA or higher

Seniors: top 1/2 of class or 2.5 GPA or higher

3.0 GPA or higher OR Next Gen. ACCUPLACER

Reading score of 250+ OR ACT Reading score of 21+

OR MCA Reading score of 1047+ OR ACT Reading

score of 19-20 with GPA of 2.5 or higher OR MCA

Reading score of 1042-1046 with GPA of 2.5 or higher

OR Next Gen. ACCUPLACER Reading score of 236-

249 with GPA of 2.5 or higher

#### Description:

This course provides an overview of the early childhood field, including philosophies, missions, and regulations. Students will examine the roles, responsibilities and job requirements of professionals in a variety of career settings, positive communication and relationships with families.

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# Pine Technical and Community College's Nursing Assistant and Lab

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## **CONCURRENT ENROLLMENT WITH PTCC**

### **\*NURSING ASSISTANT / CLINICAL AND HOME HEALTH AIDE**

**1.0 Credit**

Semester

\* Pine Tech. and Community (HEOP 1241; HEOP 1242; HEOP 1245) 4 College Credits

**Course ID: 967**

ELECTIVE

Grade Level: 10-12

Prerequisite: Sophomores & Juniors- GPA 3.0 or higher  
Seniors- GPA 2.5 or higher

Description for Certified Nursing Assistant Classroom / Lab (HEOP 1241): This course introduces concepts of basic human needs, health/illness continuum, and basic nursing skills. The theory and role of the nursing assistant in a long-term care facility as well as working with various populations will be discussed. It includes skills demonstrations, practice in a supervised laboratory setting, and orientation to a clinical setting. Upon successful completion of this course and Nursing Assistant Clinical, the candidate is eligible to take the Minnesota Competency Evaluation for Nursing Assistants. Individuals successfully completing this examination are placed on the Minnesota Nursing Assistant Registry.

Description for Nursing Assistant Clinical (HEOP 1242): This course introduces the hands-on concepts of basic human needs, health/illness continuum and basic nursing skills which were introduced in the Nursing Assistant course. This course includes 24 hours of clinical care of selected adult patients in a long-term care setting. Upon successful completion of this course and Nursing Assistant course, the candidate is eligible to take the Minnesota Competency Evaluation for Nursing Assistants. Individuals successfully completing this examination are placed on the Minnesota Nursing Assistant Registry.

Description for Home Health Aide (HEOP 1245): This course introduces students to work as home health aides or homemakers for agencies providing home care. Students will explore the philosophy of home care, the importance of family dynamics, working with children, working with and understanding persons with special needs, medication issues, providing a clean and safe environment, and managing time, energy, and resources. Upon successful completion of a Nursing Assistant course/clinical the candidate is eligible to take the Minnesota Competency Evaluation for Nursing Assistants and Home Health Aide. Individuals successfully completing this examination are placed on the Minnesota Nursing Assistant Registry.

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## Student Service Credit & Study Hall

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### Student Service Credit

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#### **SERVICE CREDIT**

**.25 Credit**

Semester

**Course ID for Elementary Service Credit: 921 / 922**

**Course ID for High School Service Credit: 923 / 924**

**ELECTIVE**

Grade Level: 11-12

Requirements: **Staff Person's signature AND must have earned passing grades in all courses the semester prior to enrolling.** Juniors may choose a study hall **or** service credit each semester. Seniors may choose to both study hall and service credit each semester, provided all credit requirements are being met.

Description:

#### **Program Components**

1. Students will work during the assigned hour each day for the entire semester.
2. The number of positions available will depend on the requests received from the elementary and secondary school.
3. Students will earn .25 service credit for each semester provided they successfully complete the requirements. Students will receive a P (Pass) or F (Fail) for a semester grade (P's do not affect GPA; F's do affect GPA.)

#### **Opportunities for service credit at the Elementary and Secondary level:**

1. **Service Worker**  
Students will be assigned to work with a teacher. There would be a variety of tasks assigned including: correcting papers, making bulletin boards, working with groups of students, filing, organizing, general office help, etc.

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### Study Hall

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#### **STUDY HALL**

**NO Credit**

**Course ID: 901 / 902**

Semester

Grade Level: 9-12

Description: Study hall provides students a quiet environment to work on homework during the school day. This is a good choice for students who can benefit from a supervised study environment.

# NCAA Eligibility Standards

Students who are interested in playing NCAA sports at a NCAA Division I or Division II college must meet the requirements of the NCAA. Information on NCAA Eligibility is found on the next two pages and online. If you have any questions regarding initial eligibility, please check with your school counselor.

Eligibility is based on core courses. Only certain high school courses count as core courses; be sure to visit [www.eligibilitycenter.org](http://www.eligibilitycenter.org) or check with your school counselor to be sure you take courses that will meet NCAA's requirements.

## Initial-Eligibility Standards

If you want to compete in NCAA sports, you need to register with the NCAA Eligibility Center at [eligibilitycenter.org](http://eligibilitycenter.org). Plan to register before your freshman year of high school. For more information on registration, visit [on.ncaa.com/RegChecklist](http://on.ncaa.com/RegChecklist).

### Academic Requirements

**Division I and II** schools require you to meet academic standards. To be eligible to practice, compete and receive an athletics scholarship in your first year of full-time enrollment, you must meet the following requirements:

#### Division I

1. Earn 16 NCAA-approved core-course credits in the following areas:

|         |                               |                                                    |                                     |                |                                                                                                                                      |
|---------|-------------------------------|----------------------------------------------------|-------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------|
| ENGLISH | MATH<br>(Algebra I or higher) | SCIENCE<br>(Including one year of lab, if offered) | EXTRA<br>(English, math or science) | SOCIAL SCIENCE | OTHER<br>Any area listed to the left or courses listed in additional discipline (world language, comparative religion or philosophy) |
| 4 years | 3 years                       | 2 years                                            | 1 year                              | 2 years        | 4 years                                                                                                                              |

2. Complete your 16 NCAA-approved core-course credits in eight academic semesters or four consecutive academic years from the start of ninth grade. If you graduate from high school early, you still must meet core-course requirements.
3. Complete 10 of your 16 NCAA-approved core-course credits, including seven in English, math or science, before the start of your seventh semester. Once you begin your seventh semester, any course needed to meet the 10/7 requirement cannot be replaced or repeated.
4. Earn a minimum 2.3 **core-course GPA**.
5. Ask your high school counselor to upload your **final official transcript** with proof of graduation to your Eligibility Center account.

#### Division II

1. Earn 16 NCAA-approved core-course credits in the following areas:

|         |                               |                                                    |                                     |                |                                                                                                                                      |
|---------|-------------------------------|----------------------------------------------------|-------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------|
| ENGLISH | MATH<br>(Algebra I or higher) | SCIENCE<br>(Including one year of lab, if offered) | EXTRA<br>(English, math or science) | SOCIAL SCIENCE | OTHER<br>Any area listed to the left or courses listed in additional discipline (world language, comparative religion or philosophy) |
| 3 years | 2 years                       | 2 years                                            | 3 years                             | 2 years        | 4 years                                                                                                                              |

2. Earn a minimum 2.2 **core-course GPA**.
3. Ask your high school counselor to upload your **final official transcript** with proof of graduation to your Eligibility Center account.

#### Division III

While **Division III schools** set their own admissions and academic requirements, **international student-athletes** (first-year enrollees and transfers) who are enrolling at a Division III school after Aug. 1, 2023, must be certified as an amateur by the Eligibility Center. Contact the Division III school you plan to attend for more information about its academic requirements.



# NCAA Eligibility Standards

GRADE

**9**

REGISTER

- » If you haven't yet, [register](https://eligibilitycenter.org) for a free Profile Page account at [eligibilitycenter.org](https://eligibilitycenter.org) for information on NCAA initial-eligibility requirements.
- » Use NCAA Research's [interactive map](#) to help locate NCAA schools you're interested in attending.
- » Find your high school's list of NCAA-approved core courses at [eligibilitycenter.org/courselist](https://eligibilitycenter.org/courselist) to ensure you're taking the right courses, and earn the best grades possible!

GRADE

**10**

PLAN

- » If you're being actively recruited by an NCAA school and have a Profile Page account, [transition](#) it to the required [certification account](#).
- » Monitor the [task list](#) in your NCAA Eligibility Center account for next steps.
- » At the end of the school year, ask your high school counselor from each school you attend to upload an official transcript to your Eligibility Center account.
- » If you fall behind academically, ask your high school counselor for help finding [approved courses](#) you can take.

GRADE

**11**

STUDY

- » Ensure your [sports participation](#) information is correct in your Eligibility Center account.
- » Check with your high school counselor to make sure you're on track to complete the required number of NCAA-approved [core courses](#) and graduate on time with your class.
- » Share your [NCAA ID](#) with NCAA schools recruiting you so each school can place you on its [institutional request list](#).
- » At the end of the school year, ask your high school counselor from each school you attend to upload an official transcript to your Eligibility Center account.

GRADE

**12**

GRADUATE

- » [Request your final amateurism certification](#) beginning April 1 (fall enrollees) or Oct. 1 (winter/spring enrollees) in your Eligibility Center account at [eligibilitycenter.org](https://eligibilitycenter.org).
- » Apply and be accepted to the NCAA school you plan to attend.
- » Complete your final NCAA-approved [core courses](#) as you prepare for graduation.
- » After you graduate, ask your high school counselor to upload your final [official transcript](#) with proof of graduation to your Eligibility Center account.

How to plan your high school courses to meet the 16 core-course requirement: 4 x 4 = 16

| 9 <sup>th</sup> GRADE           | 10 <sup>th</sup> GRADE          | 11 <sup>th</sup> GRADE          | 12 <sup>th</sup> GRADE          |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| (1) English                     | (1) English                     | (1) English                     | (1) English                     |
| (1) Math                        | (1) Math                        | (1) Math                        | (1) Math                        |
| (1) Science                     | (1) Science                     | (1) Science                     | (1) Science                     |
| (1) Social Science and/or other | (1) Social Science and/or other | (1) Social Science and/or other | (1) Social Science and/or other |
| <b>4 CORE COURSES</b>           | <b>4 CORE COURSES</b>           | <b>4 CORE COURSES</b>           | <b>4 CORE COURSES</b>           |



**CONTACT THE NCAA ELIGIBILITY CENTER**

U.S. and Canada (except Quebec):  
877-262-1492 (toll free), Monday-Friday  
9 a.m. to 5 p.m. Eastern time

@ncaaec
 @ncaaec
 @ncaaec
 @playcollegesports





ELIGIBILITY CENTER

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