

Finalizing Your Student's Schedule

Step 1: To finalize your student's schedule you will need one more form - the Schedule Planner for the upcoming year. Below is thumbnail of that file but you can find a printable versions of this file under the Academic Counseling Information heading found just above the section where you found this file (Resources - Documents - Scheduling and Transcripts).

STUDENT					CONFLICT OR I.S.	→	
PARENT SIGNATURE					IS CLASS		
<i>KHCS CP Schedule 2012-13</i>							
PERIOD	FIRST	SECOND	THIRD	FOURTH	FIFTH	SIXTH	SEVENTH
TRACHER / TIME	8:20 - 9:10	9:15 - 10:05	10:10 - 11:00	11:05 - 11:55	12:00 - 12:50	1:25 - 2:15	2:20 - 3:10
8	ALG 1 or Math 1	Physical Sci					
9	Computer Apps	Math 2	Biology 1	Bible 9	ELECTIVE or S HALL	English 9	World History
10	Bible 10	Chemistry	US History	Spanish 1	ELECTIVE or S HALL	Math 3	English 10
11	Math 4/Pre-Calc	English 11	Spanish 2	Govt/Econ	ELECTIVE or S HALL	ELECTIVE	Bible 11
	Math 4 / Trig						
	Math Support 2						
12	Humanities S1	Bible 12	English 12	ELECTIVE	ELECTIVE	ELECTIVE	HEALTH & PE
ELECTIVES				FOURTH	FIFTH	SIXTH	
FROM ELECTIVES SECTION STUDENTS				AP Physics	Biology 2	AP Calculus	
TAKE	A SPEECH			AP Eng Comp.	AP Euro History	Pro Writing	
	A SCIENCE			World Geog.	Speech 1	Speech 2	
	AND 2 OTHER ELECTIVES			Accounting	Graphics & Design A-TH, B-MTH		
	FOR TOTAL 23 CREDITS			Fam/Con. Sci	Video Pro. A-MWF B-WF		
					Reg Programming A-MWF B-WF		

Step 2: Using the Credit Worksheet with your student's credits filled in and this master schedule, you should be able to determine which courses your student should take in order to qualify for graduation.

You can always view your student's current course through your student's Infodirect account. Just select grades on the header on the left side and then set the grade period (1st or 2nd quarter to view the semester 1 classes and 3rd quarter for semester 2 classes). For example - here's on student's semester 1 schedule.

Course	Teacher	Grade	Equivalent
English 11	Mr. D. Totten	N/A	
Mathematics 4	Mrs. R. Parks	N/A	
Government	Mr. J. Crawford	N/A	
Spanish 2	Mrs. M. Wall	N/A	
Bible 11	Mr. R. Sherman	N/A	

Step 3: Correlating the Infodirect schedule with the 2012-13 school schedule, you can see the student needs to decide which courses to take during 5th and 6th periods.

Step 4: From the 5th and 6th period classes electives area at the bottom section of the schedule planner, you could choose a number of classes for next year. To secure enrollment in those classes you would communicate that to the counseling office.

Step 5: If you decided to pursue an online study you would need to review the Online Distance Learning document on the school's website (found under Resources - Documents - Scheduling and Transcripts) to enroll in an online course.