

Information about Course Selections, Verifications, and Schedules

The course verification form must be signed and returned **by all students** to their 1st period teacher by March 31, 2017. To make a change to your course selections, mark through a course you no longer wish to request and write the name of the new course next to it. If you do not have a full set of course requests (8 primary requests and 3 alternate requests), add the name of the courses you would like to add below the courses already listed.

- Students may notice changes have been made to the selections they made during the online course selection process. This happened in the following instances:
 - Students selected only one of the two courses required for a yearlong course pairing; in this case, the second course was added and an alternate elective choice was dropped.
 - Students selected an AP course as an alternate elective; in this case, the AP course was moved to a primary choice and a different course was selected as an alternate.
 - Rising 10th graders selected AP Music Theory; AP Music Theory is only available to 11th and 12th graders. Through a glitch in the online registration process, 10th graders were able to select this course by mistake.
 - Students selected the same course(s) as both the primary and the alternate elective choice; in this case, the duplicate request was dropped, leaving the student without a full set of course requests. Students may make corrections to those selections when returning their course verification forms to avoid having a less-than-full set of course selections.
 - Students signed up for a course that required teacher recommendation or approval through a placement review process and the student did not meet the criteria.
- Students who selected courses for which they do not have the pre-requisites (pre-requisites were listed on both the hard-copy paper form for registration and in the online registration system) will be dropped from those requests. New courses will not be selected for those students. Students may make corrections to those selections when returning their course verification forms to avoid having a less-than-full set of course selections.
- Students are reminded that they should have chosen their courses very carefully during the course selection process. After the due date for returning verification sheets, requests to change course selections (or make a schedule change once schedules are finalized) will only be considered in the following situations:
 - Increase rigor (moving from an Academic course to an Honors level course or from an Honors level course to an Advanced Placement course)
 - Scheduled For Course Previously Passed
 - Missing a course needed to graduate (Seniors only)
 - Incomplete Schedule (student has a hole in their schedule; in this case, students will only be able to choose from courses that have available space)
 - Scheduled For Same Course Twice
 - Sequencing Issue (i.e. level 2 in the Fall and level 1 in the Spring)

*Students **WILL NOT** be able to change their schedule because they no longer wish to take a course they requested, they prefer to have a different teacher, or because they received a course that was not one of their top choices.*

- Students interested in taking AP courses must complete and return the AP Agreement by May 19 or their requests for AP courses may be dropped. The last day for a student to drop an AP class is July 15, 2017.
- Students considering partial day (for any reason) or mid-year graduation should have requested a full set of courses (8 primary course requests and 3 alternate course requests).
 - Students who plan to register to participate in the CCP Program through Wake Tech will need to verify their Wake Tech Course Registration with their counselor before their schedule can be adjusted. Forms are due by August 25, 2017 for the Fall semester and January 10, 2018 for the Spring semester.
 - Seniors who plan to apply for partial day due to work release will need to have an application submitted and approved before their schedule can be adjusted. Applications are due by September 1, 2017.
 - Students who plan to graduate Early or Mid-Year will need to meet with their counselor in August to have their schedule adjusted. The application deadline for Early/Mid-Year Graduation is June 9, 2017.