

GENERAL INFORMATION

The educational objectives of the Shaler Area School District are to offer a wide variety of required and elective courses so that each student may have the opportunity to develop an educational program adapted to his or her needs and interests. This guide is intended to serve the student in the course selection process, but it is only one of several sources of information. While each student is responsible for meeting his or her own graduation requirements, the help of counselors, teachers, and administrators should be sought in interpreting the requirements of various programs.

GENERAL SCHEDULING GUIDELINES

- A prerequisite is a course that **MUST** be taken before registering for a more advanced course. For example, the student must satisfactorily complete French 1 (70% or above) before signing up for French 2.
- The counselors will make every effort to schedule students for the electives that they choose. In the event that it is necessary to cancel a class or limit the number of sections, we are requiring all students to identify five alternate electives. Please note elective course requests cannot be guaranteed.
- Course changes will be made only for scheduling errors, academic misplacements, and scheduling conflicts.

COURSE WITHDRAWAL & GRADING PROCEDURE

- Students will obtain and complete a schedule change request form.
- The form must be completed and returned to the counselor prior to administrative review.
- The final decision may result in denying the request or approving the schedule change.

Timeline and consequences for courses dropped:

By the end of the first progress report period	Course will be dropped from the student schedule and removed completely from the student's transcript.
By the end of the first semester	Course will be dropped with a "W" transcript entry; the "W" will not be included in GPA calculation.
After the close of the first semester	Course will be dropped with an "F" transcript entry; the "F" will be included in GPA calculation.

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COURSE WITHDRAWAL & GRADING PROCEDURE (cont.)

- If it is then deemed necessary to adjust the course level for a student, the grade will be moved into the receiving teacher's grading record for the new course. The student's attendance record is also transferred to the receiving teacher.
- Students who withdraw from a year-long course after the first semester, resulting in a failing grade, are not eligible for summer school remediation. Students must complete a yearlong course, in its entirety, to remain eligible.

GRADING SCALE

	Letter Grade	AP/CHS	Honors	Standard
100 - 97.50	A+	5.7375	4.9725	4.25
97.49 - 91.50	A	5.4	4.68	4
91.49 - 89.50	A-	5.0625	4.3875	3.75
89.49 - 87.50	B+	4.3875	3.8025	3.25
87.49 - 81.50	B	4.05	3.51	3
81.49 - 79.50	B-	3.7125	3.2175	2.75
79.49 - 77.50	C+	3.0375	2.6325	2.25
77.49 - 71.50	C	2.7	2.34	2
71.49 - 69.50	C-	2.3625	2.0475	1.75
69.49 - 59.50	D	1.35	1.17	1
59.49 - 0	F	0	0	0

(Reflects weights of 1.35 for AP/CHS and 1.17 for Honors)

MIDTERM & FINAL EXAMS

- Full Year Courses: Midterms and final exams are required for all full year courses in grades 9 through 12.
- Semester Courses: Final exams are required for all semester courses grades 9 through 12.

GRADE CALCULATIONS

- Our student information system will perform all Weighted Grade Point Average (WGPA) and Cumulative WGPA Calculations.
- Our student information system will calculate all final grades using the following formula:

Full Year Course (1.0 or 1.5 credit):

- Final Grade = $\frac{2}{10}$ (1st nine-week grade) + $\frac{2}{10}$ (2nd nine-week grade) + $\frac{1}{10}$ (midterm exam) + $\frac{2}{10}$ (3rd nine-week grade) + $\frac{2}{10}$ (4th nine-week grade) + $\frac{1}{10}$ (final exam grade)

Semester Course (.5 credit):

- Final Grade = $\frac{2}{5}$ (1st nine-week grade) + $\frac{2}{5}$ (2nd nine-week grade) + $\frac{1}{5}$ (final exam grade)

PROMOTION REQUIREMENTS

Grade 9 to 10 - A minimum of 6 credits
Grade 10 to 11 - A minimum of 12 credits
Grade 11 to 12 - A minimum of 18 credits

HONOR ROLL

Honor Roll is calculated each grading period based on weighted grade point average and is determined as follows:

1. Highest Honor – 4.00 or higher
2. High Honor – 3.75 to 3.99
3. Honor – 3.50 to 3.74

Any student who received a D, F or I on their report card is ineligible for Honor Roll.

WEIGHTED GRADE COURSES

AP and College in High School Level Courses

AP and College in High School level courses are the most demanding level of classes. They require extensive reading with multiple texts, research and various projects. There is an external assessment instrument and curriculum to follow. Placement in these courses will be contingent upon a specific screening process. In order to potentially earn college credit (refer to page 7), students are expected to take either the National AP exam or take the college course exams provided by the college or university.

AP Level Courses

AP Studio Art (Drawing)

AP 2-D Art & Design

AP English Language & Composition

AP English Literature & Composition

AP Calculus AB (Pitt)

AP Calculus BC (Pitt)

AP Computer Science A

AP Biology (Pitt)

AP Chemistry (Pitt)

AP Physics C (Pitt)

AP Economics

AP European History

AP United States History

AP Japanese Language

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CHS Level Courses

CHS Accounting 3 (Carlow)	CHS Anatomy & Physiology (Carlow)
CHS Honors Business & Management (Carlow)	CHS Sustainability (Pitt)
CHS Computer Applications (La Roche)	CHS Introduction to World Politics (Pitt)
CHS Web Page Design (Pitt)	CHS Honors French 4 (Pitt)
CHS Advanced Preschool Lab (Carlow)	CHS Honors French 5 (Pitt)
CHS Business Calculus (Pitt)	CHS Honors Latin 4 (Pitt)
CHS Probabilities & Statistics (Pitt)	CHS Honors Latin 5 (Pitt)
CHS Computer Science Python (Pitt)	CHS Honors Spanish 4 (Pitt)
CHS Computer Science JAVA (Pitt)	CHS Honors Spanish 5 (Pitt)

College in High School (CHS) offers Shaler Area students the opportunity to earn both high school and college credit in courses taught right here in Shaler Area classrooms. The program provides students the chance to participate in rigorous college curriculum before they graduate high school, while helping students establish a college transcript for potential transfer. Students are not required to take the course for college credit unless they wish to do so.

Listed above are courses offered for CHS credit. Please note that each college or university requires their own registration and independent payment procedures. Please discuss these requirements with your school counselor prior to enrollment to ensure the course/credits meet criteria identified in a student's post-secondary plans.

Honors Level Courses

Honors level courses are more demanding than non-weighted college and career preparation courses. The requirements, as listed in the course descriptions, may include major research projects, multiple assessment instruments, and assignments that are more in-depth and detailed.

Honors Level Courses

Honors English 9	Honors Women's Chorus
Honors World Literature 10	Honors Biology
Honors American Literature 11	Honors Chemistry
Honors English Literature 12	Honors Organic Chemistry
Honors Geometry	Honors Physics
Honors Algebra 2	Honors American History
Honors Precalculus	Honors World Cultures
Honors Chamber Choir	Honors Civics & Government
Honors Jazz Ensemble I	Honors Economics
Honors Wind Ensemble	Honors Japanese 4

COMPUTING G.P.A. FOR A NINE WEEK GRADING PERIOD

Below are the Quality Points for ½ credit (*semester*) and 1 credit (*full year*) courses for a nine-week grading period. To calculate, add the numeric value of each grade for each course and divide by the number of credits attempted. (These courses are worth .25 credits per nine-week period.)

VALUE FOR A ONE-CREDIT COURSE / 9 WEEK PERIOD

Grade Scale	Letter Grade	Regular (One Quarter)	Honors (One Quarter)	A.P. & C.H.S (One Quarter)
100-97.50	A+	1.0625	1.243125	1.434375
97.49-91.50	A	1.00	1.17	1.35
91.49-89.50	A-	0.9375	1.096875	1.265625
89.49-87.50	B+	0.8125	0.950625	1.096875
87.49-81.50	B	0.75	0.8775	1.0125
81.49-79.50	B-	0.6875	0.804375	0.928125
79.49-77.50	C+	0.5625	0.658125	0.759375
77.49-71.50	C	0.50	0.585	0.675
71.49-69.50	C-	0.4375	0.511875	0.590625
69.49-59.50	D	0.25	0.2925	0.3375
59.49-0.00	F	0.00	0.00	0.00

(Reflects weights of 1.17 for Honors and 1.35 for AP)

Below are the Quality Points for a 1 ½-credit full year course for a nine-week grading period. These courses include lab periods. (These courses are worth .375 credits per nine-week period.)

VALUE FOR A 1 ½ CREDIT COURSE / 9 WEEK PERIOD

Grade Scale	Letter Grade	Regular (One Quarter)	Honors (One Quarter)	A.P. & C.H.S (One Quarter)
100-97.50	A+	1.59375	1.8646875	2.1515625
97.49-91.50	A	1.50	1.755	2.025
91.49-89.50	A-	1.40625	1.6453125	1.8984375
89.49-87.50	B+	1.21875	1.4259375	1.6453125
87.49-81.50	B	1.125	1.31625	1.51875
81.49-79.50	B-	1.03125	1.205625	1.3921875
79.49-77.50	C+	0.84375	0.9871875	1.1390625
77.49-71.50	C	0.75	0.8775	1.0125
71.49-69.50	C-	0.65625	0.7678125	0.8859375
69.49-59.50	D	0.375	0.43875	0.50625
59.49-0.00	F	0.00	0.00	0.00

(Reflects weights of 1.17 for Honors and 1.35 for AP)

ACADEMIC PLACEMENT

Course prerequisites are guidelines set for the purpose of placing students in the academic course with the appropriate level of individual academic rigor, as well as to ensure that students have the basic skills needed to be successful in upper-level courses. Numerous data points are reviewed to arrive at a decision for course placement, including sequential course completion, final grade average in a previous course, cumulative grade point average and/or Keystone Exam proficiency (or an equivalent criterion-based entrance exam). These data points reflect a strong academic foundation that is predictive of student success in advanced coursework.

- Successful completion of college and career preparation classes (i.e., Algebra 2) usually ensures placement in future college and career preparation level courses.
- A student who wishes to transition to higher level coursework (i.e., from a fundamentals course to a college and career prep course) must earn an average grade of an 89% or above at the end of the third 9-weeks, in the previous year's course. The same applies to a student wishing to transition into an Honors level course, he/she must earn an average grade of an 89% at the end of the third 9-weeks. For example, if a student is enrolled in World Literature 10 and wishes to register for Honors American Literature 11, he/she must earn an average grade of an 89% or above at the end of the third 9-weeks in World Literature 10.
- To remain in Honors or AP level coursework, students must earn at least an 80% average grade at the end of the third 9-weeks. For example, a student enrolled in Honors American Literature 11, who wishes to schedule for Honors English Literature 12, must earn an average grade of 80% or above at the end of the third 9-weeks in Honors American Literature 11.
- 9th Grade Honors: For initial placement into the 9th grade Honors Program, the student must earn an average grade of an 89% or above in the respective academic area.
- All incoming 9th grade students must score Proficient or higher on the Keystone Algebra 1 or Shaler Area High School Algebra Proficiency Exam for placement in courses beyond Algebra 1.

For appropriate recommendation, it is advised that students and parents consult with their current academic teacher and their assigned school counselor.

ENROLLMENT IN ADVANCED PLACEMENT COURSES

The following is the criteria for students to be scheduled into Advanced Placement courses. A.P. courses are the most rigorous classes the school has to offer. They are very demanding and require a large commitment from the student. Students must meet the criteria with a minimum score of 7 on an 8.5 scale. It is important to note that all students enrolled in A.P. courses are encouraged to take the A.P. examination at the end of the course.

1. Weighted QPA on cumulative record:

4.00	-	4.00+	=	4.0 pts.
3.50	-	3.99	=	3.5 pts.
3.00	-	3.49	=	3.0 pts.
2.50	-	2.99	=	2.5 pts.
2.00	-	2.49	=	2.0 pts.

2. Grade from Honors/A.P. level prerequisite course for consideration:

97.50	-	100.00	=	A+	4.5 pts.
91.50	-	97.49	=	A	4.0 pts.
89.50	-	91.49	=	A-	3.5 pts.
87.50	-	89.49	=	B+	3.0 pts.
81.50	-	87.49	=	B	2.5 pts.
79.50	-	81.49	=	B-	2.0 pts.

3. Score Proficient on the Keystone exam

For more information on A.P. courses, test dates, potential to earn college credit and cost, please visit the College Board website at www.collegeboard.org.

KEYSTONE EXAM/GRADUATION PATHWAY REQUIREMENTS

The Keystone Exams are end-of-course assessments designed to evaluate proficiency in academic content. The Keystone Exams are one component of Pennsylvania's high school graduation requirements. Students must demonstrate proficiency on the Algebra 1, Literature, and Biology Keystone Exams to graduate.

If a student does not achieve advanced or proficient scores, the Pennsylvania Department of Education has recommended students be provided supplemental instruction and be required to participate in retesting during subsequent testing windows until advanced or proficient scores are achieved.

If a student does not earn a proficient score for each of the Keystone Exams (Algebra 1, Biology and Literature) prior to the conclusion of Junior Year, he or she must complete this *Graduation Requirement* via an alternate Graduation Pathway in addition to the 25 Shaler Area High School Credits that must be earned.

PENNSYLVANIA CITIZENSHIP TEST

Act 35 of 2018 requires the administering of a citizenship test to students in grades 7 through 12. The one-time assessment, typically administered during Civics & Government, will test each student's understanding of the nature, purpose, and principles of the United States constitutional democracy and the responsibilities and rights of United States citizenship. Students who score a perfect on the assessment will qualify for a certificate developed by the Pennsylvania Department of Education.

INFORMATION FOR THE STUDENT ATHLETE INITIAL ELIGIBILITY FOR NCAA DIVISION I AND II

www.eligibilitycenter.org

When scheduling, students should access the NCAA website to determine whether the courses they are requesting meet requirements from the list of approved core courses.

Students should register for the NCAA no sooner than the end of their junior year.

When registering for college admission testing, both SAT and ACT, it is important that students send their scores directly to the Eligibility Center utilizing code #9999.

The above site contains information on all aspects of academic eligibility for student athletes who may have the opportunity to participate in sports at a college or university that has Division I or Division II athletic programs. These programs have requirements for which student-athletes must qualify, in addition to the standard admissions requirements.

See your assigned counselor if you need help with any of this information.

**STUDENT WORKSHEET
FOR GRADUATION REQUIREMENTS
2024-2025**

STUDENT NAME _____ CLASS OF _____

Enter courses and credits to be scheduled in the correct location

Credits for graduation		9 th grade	10 th grade	11 th grade	12 th grade
English Language Arts	4.0				
Social Studies	4.0				
Math*	3.0 (minimum)				
Science*	3.0 (minimum)				
Physical Education	2.0 (4 units)	PE 0.5			
Health	1.0 (2 units)				
Electives ✓ Freshman Forum 0.5 ✓ World Language*	8.0 (minimum)	Freshman Forum 0.5		Health 2 0.5	
Total Credits for Graduation (Minimum)	25.0				
Minimum earned credits to be promoted to the next grade level:		6.0	12.0	18.0	25
Pennsylvania Department of Education KEYSTONE EXAM requirements					

* If pursuing a post-secondary education, students should schedule 4.0 credits in Math, 4.0 in science and 2.0 – 4.0 credits in World Languages. World Language is not a graduation requirement.

Students should see their counselor to make appropriate course selections to meet graduation requirements.

RECOMMENDED PATTERNS FOR ALL CURRICULA

Freshman Schedule

English		1.0
Social Studies		1.0
Math		1.0
Science		1.0 -1.5
Physical Ed. 9	Students must register for Health 1 in 9 th or 10 th grade ----	.5-1.0
Freshman Forum	Required by all 9 th graders-----	.5
World Languages*		0.0-1.0
Elective(s)**		1.0-2.0
	Total Credits	7.0-8.0

Sophomore Schedule

English		1.0
Social Studies		1.0
Math		1.0
Science		1.0-1.5
Physical Ed. 10	Students must register for Health 1 in 9 th or 10 th grade ----	.5-1.0
World Languages*		0.0-1.0
Elective(s)**		1.0-3.0
	Total Credits	7.0-8.0

Junior Schedule

English		1.0
Social Studies		1.0
Math*		0.0-1.0
Science*		0.0-1.5
Physical Ed. 11	Students must register for Health 2 in 11 th grade ---	.5-1.0
World Languages*		0.0-1.0
Elective(s)**		1.0-3.0
	Total Credits	7.0-8.0

Senior Schedule

English	-----	1.0
Social Studies	-----	1.0
Math*	-----	0.0-1.0
Science*	-----	0.0-1.5
Physical Ed. 12	-----	.5
World Languages*	-----	0.0-1.0
Elective(s)**	-----	3.5-5.5
	Total Credits	6.0-8.0

Additional Notes

Freshman Forum (#0900)

Freshman Forum is a course designed to support the transition of 9th graders to the high school setting and expectations. There are a number of academic and social challenges that students encounter, and this course is designed to prepare students to make informed decisions that will maximize their success. Class discussions and activities are intended to expose students to a variety of strategies to promote their academic achievement regardless of subject. Areas of specific emphasis will include units on high school expectations, study skills, public speaking, conflict resolution and career exploration.

STEAM Freshman Forum (#0901)

Prerequisites: **Concurrent enrollment in Honors Biology
& Honors Geometry or higher**

STEAM Freshman Forum is a course designed to support the transition of 9th graders to the high school setting and expectations. This course is specifically designed to introduce students to career opportunities in Science, Technology, Engineering, Art, and Mathematics. Students will experience various project-based activities that may include designing, engineering, programming, laboratory techniques, and product marketing and management. Class discussions and activities are intended to expose students to a variety of strategies to promote their academic achievement as well as provide an orientation to the high school. Other areas of study will include public speaking, career exploration, psychology of learning, and use of technology. This course will also afford students the opportunity to interact with professionals in various STEAM related fields.