

# **SECTION I: PLANNING THE HIGH SCHOOL PROGRAM**

## **THE FOUR-YEAR-PLAN**

Planning is a vital part of a well designed program. Toward the end of the eighth grade, freshmen course selections are made upon the recommendations of the eighth grade teachers with consent of the parents. During the first year of high school, counselors, advisors, and/or teachers will meet with freshmen in a group setting to develop the Tentative Four-Year-Plan of study. The purpose of the Tentative Four-Year-Plan is to familiarize students with graduation requirements and diploma options. With the appropriate selection of electives and required academic courses, freshmen will have opportunities to receive the preparation needed to reach desired goals.

While administrators, counselors, teachers, advisors and parents have an important role to play in the planning process, ultimately it is the responsibility of the student to register for and pass all courses and assessments required for the chosen diploma. As students register for each semester, teachers will advise them about course selection based upon prior performance in the particular subject area.

It is important to remember that the Tentative Four-Year-Plan is a planning tool. The Tentative Four-Year-Plan is meant to be changed and/or modified as students progress through high school. If students or parents are unsure of how particular course selections affect progress toward graduation, then consultation with administrators, counselors, advisors and/or teachers are appropriate. Contact your local school to schedule an appointment.

A sample Tentative Four-Year-Plan can be found on the next page. Using the appropriate course choice listings in this Choice Book and the sample plan, students and parents can begin designing a tentative four year course of study.

# Gwinnett County High School Tentative Four-Year Plan of Study for 2007-2008 Freshmen

I plan to pursue the following Seal(s):  
 \_\_\_ College Prep/College Prep w/ Distinction\*  
 \_\_\_ Tech Prep/Tech Prep w/ Distinction\*\*  
 \_\_\_ Dual (Combination - College Prep & Tech Prep) - No Dual w/ Distinction offered

Student \_\_\_\_\_ Student Number \_\_\_\_\_  
 Teacher/Advisor \_\_\_\_\_ Career Interest \_\_\_\_\_

Passing all the GA High School Graduation Tests and Gateway Exams are required to receive a Diploma. Special Education and technical courses will not meet requirements for the College Prep Seal.

Graduation Requirements	Language Arts - LA	Math - MA	Science - SC	Social Studies - SS	Health & Physical Ed	Comp. Tech., Fine Arts, Technical Ed, JROTC, &/or Foreign Language	Foreign Language	Technical Courses	Electives	Total Units Required
College Prep or College Prep w/ Distinction*	4 Units Includes 1 Unit of American Lit.	4 Units of College Prep Math in Grades 9-12	3 Units (Biology, Chemistry, Physics)	3 Units which must include: 1 Unit World History 1 Unit U.S. History .5 Unit - Political Systems .5 Unit - Economics	.5 Unit - Personal Fitness .5 Unit - Health	1 Unit (Any Combination)	2 Units (Same Language)  None!	None  4 Units (3 Must be in a Concentrated Area)	4 Units  None  3 Units	22/24*  22/24*  22/24**
Combination/ Dual		3 Units including 1 Unit of Alg. or Alg. equiv.	3 Units							
Tech Prep or Tech Prep w/ Distinction**										
<b>9<sup>th</sup> Grade</b>										
LA _____ MA _____ SC _____ _____	LA _____ MA _____ SC _____ _____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<p><b>Note:</b>                      For promotion to 10<sup>th</sup> grade -  <b>5 Units</b> including <u>no less than</u>:                      .5 Core LA                      .5 Core MA                      .5 Core SC</p>										
<b>10<sup>th</sup> Grade</b>										
_____	LA _____ MA _____ SC _____ SS _____ _____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<p><b>Note:</b>                      For Promotion to 11<sup>th</sup> grade –  <b>11 Units</b> including <u>no less than</u>:                      1.5 Core LA                      1.5 Core MA                      1.5 Core SC                      1.5 Core SS</p>										
<b>11<sup>th</sup> Grade</b>										
LA _____ MA _____ SC _____ SS _____	LA _____ MA _____ SC _____ SS _____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<p><b>Note:</b>                      For promotion to 12<sup>th</sup> grade –  <b>16 Units</b> including <u>no less than</u>:                      2.5 Core LA                      2.5 Core MA                      2.5 Core SC                      2.5 Core SS</p>										
<b>12<sup>th</sup> Grade</b>										
_____	LA _____ MA _____ SS _____ _____	_____	_____	_____	_____	_____	_____	_____	_____	_____

\*To Earn a Diploma with Distinction, a student must maintain an 80 or above cumulative average in core courses and earn 24 Units. \*\*For the College Prep with Distinction Seal, the additional two units required must be in state core courses or Fine Arts. For the Tech Prep with Distinction Seal, one of the two additional academic units must be in state core courses or Fine Arts. No Dual Diploma with Distinction is offered. The state core courses are: Language Arts, Math, Science, Social Studies, Foreign Language.

IT IS THE RESPONSIBILITY OF THE STUDENT TO TAKE THE APPROPRIATE CLASSES AND MEET ALL OF THE REQUIREMENTS FOR THE DIPLOMA SEAL OF HIS/HER CHOICE.  
 Student Signature \_\_\_\_\_ Parent/Guardian Name & Address \_\_\_\_\_

White - Counselor    Yellow - Advisor    Pink - Parent/Student

Dear Parent:

The following course sequencing chart was designed to assist you when planning your student's four year plan. Please keep in mind that these sequences may be modified to accommodate special circumstances. However, the majority of students will adhere to the course sequences listed below.

The Four-Year Plan takes into consideration academic ability, career goals, interests, and plans for additional education beyond high school. The purpose of the plan is to familiarize students with graduation requirements and to stimulate thought for the future. At each registration, teachers will advise students about the course selection and level of difficulty based on prior performance. Therefore, this plan might change after subsequent registrations. Please keep in mind that while school personnel will make every effort to correctly advise your child, ultimately he/she is responsible for taking the correct courses for graduation. Parents are encouraged to monitor their student's progress by updating and reviewing this plan after each grading period. Should you need further information, do not hesitate to call your student's counselor or advisor.

The Office of Advisement and Counseling

## Technical

Technical Freshman L.A.  
Technical Sophomore L.A.  
\*Technical Junior L.A.  
Technical Senior L.A.

## Technical, College or Combination

### Language Arts-4 Carnegie Units

College Prep/Honors Freshman L.A.  
College Prep/Honors Sophomore L.A.  
\*College Prep/Honors Junior L.A.  
College Prep/Honors/AP Senior L.A.

\*Must be American Lit.

### Mathematics-3 Units Tech\*\*/4 Carnegie Units CP

Concepts of Problem Solving (required)  
Concepts of Algebra (required)  
Informal Geometry (recommended)  
Applied Algebra  
Mathematical Money Management  
\*\*(A 4th year of Math is recommended)

Algebra I  
Euclidian Geometry  
Algebra II  
Advanced Algebra & Trig.

**or**

Honors Euclidian Geom  
Honors Algebra II  
Precalculus  
AP Calculus or AP Statistics  
Statistics/Discrete Math

### Science-3 Carnegie Units

Technical Biology  
Technical Chemistry  
Technical Physics  
Technical Physical Science

College Prep/Honors Biology  
College Prep/ Honors Chemistry  
College Prep/Honors Physics

### Social Studies-3 Carnegie Units

World History  
U.S. History  
Economics - 1/2 Unit  
Political Systems - 1/2 Unit

World History/Honors World History/AP World History  
US History/Honors US History/AP US History  
Economics/AP Economics  
Political Systems/Honors Political Systems/AP American Government

### Health & Physical Ed.- 1 Carnegie Unit

Personal Fitness 1/2 Unit      &      Health 1/2 Unit

### Fine Arts/Tech/Comp Ed./F.L. &/or JROTC

1 Unit- Any Combination

### Foreign Language

None

2 Units of the Same Language

### Technical Carnegie Units

4 Units - 3 in a concentrated area.

For College - None  
For Combination - 4 Units with 3 in a concentrated area.

### Required Elective Carnegie Units

3 Units

College- 4 Units /Combination -0

## **PLANNING THE HIGH SCHOOL PROGRAM: WHO IS INVOLVED?**

Many educational opportunities are available to students in Gwinnett County Public Schools. To make the most of these opportunities, it is essential to carefully plan educational experiences. Advisors, teachers, parents, and most importantly, students have roles to play in this process. With appropriate choices of electives and requirements, students will have the opportunity to reach desired goals.

### **School's Role**

- ◆ Teach and measure AKS progress.
- ◆ Plan instruction appropriate for each student's academic needs.
- ◆ Make every effort to support excellent attendance.
- ◆ Encourage each student to achieve his or her academic goals.
- ◆ Provide resources to enhance the learning process.
- ◆ Provide an environment conducive to learning.
- ◆ Maintain regular contact with home about student progress.
- ◆ Help students identify and enhance career interest.

### **Student's Role**

- ◆ Achieve AKS objectives at each grade level.
- ◆ Register for and pass all courses and assessments required for the diploma choice.
- ◆ Demonstrate acceptable work habits and attitudes.
- ◆ Explore and develop career interest areas.
- ◆ Be actively involved in personal education and career development.
- ◆ Be persistent in getting the information and help needed.
- ◆ Utilize all available career resource materials including on-line sources.

### **Parent's Role**

- ◆ Be an active participant in your student's education.
- ◆ Provide opportunities for the student to explore his/her career interest areas.
- ◆ Encourage strong work habits and positive attitudes in your student.
- ◆ Read all materials that come home from the school and discuss with your student.
- ◆ Be in touch with school personnel about your concerns and questions.
- ◆ Become informed about state and system standards for promotion, graduation, and post secondary admissions.
- ◆ Be proactive in getting the information you need.

### **Business Community's Role**

- ◆ Support the efforts of the school system in the area of career development.
- ◆ Encourage business and industry to be business partners.
- ◆ Provide opportunities for students to pursue career interests.
- ◆ Provide opportunities for educators to increase their knowledge of the work place.
- ◆ Inform the school system of current trends and needs in the job market.
- ◆ Participate in career-related activities in local schools.
- ◆ Provide service-learning opportunities.

## DIPLOMA OPTIONS

(See Page 12 for Additional Requirements)

- ⇒ **College-Preparatory Diploma (CP)** - completion of this program is signified by a College Preparatory Diploma indicating that the student has satisfactorily completed a college preparatory program specified by the State Board of Education. A minimum of 22 Carnegie units is required to complete this program of study. Georgia High School Graduation Test and High School Gateway requirements must also be completed.
- ⇒ **College-Preparatory Diploma with Seal of Distinction (CP+)** - a program requiring 24 Carnegie units\* and a grade point average in the Core Courses of 3.0 or above on a four point scale or 80 numeric grade point average or above as specified by the State Board of Education. Completion of this program is signified by a High School Diploma with a College Preparatory Diploma with Seal of Distinction. Georgia High School Graduation Test and High School Gateway requirements must also be completed.
- ⇒ **Technology/Career-Preparatory Diploma (TC)** - a program of study requiring 22 Carnegie units as specified by the State Board of Education. Completion of this program is signified by a Technology/Career-Preparatory Diploma. (At least three technical units must be earned in a concentrated area and a fourth technical unit must be earned in the same technical area or a related technical area). Georgia High School Graduation Test and High School Gateway requirements must also be completed.
- ⇒ **Technology/Career-Preparatory Diploma with Seal of Distinction (TC+)** - a program of study requiring 24 Carnegie units and a grade point average in the Core Courses of 3.0 or above on a four point scale or 80 numeric grade point average as specified by the State Board of Education. Completion of this program is signified by a Technology/Career-Preparatory Diploma with Seal of Distinction. Georgia High School Graduation Test and High School Gateway requirements must also be completed.
- ⇒ **Dual (Combination) College-Preparatory and Technology/Career-Preparatory Diplomas** - the high school diploma signifying that the student has satisfactorily completed the requirements for both a College-Preparatory and Technology/Career-Preparatory program specified by the State Board of Education. This diploma requires a minimum of 22 Carnegie units. Georgia High School Graduation Test and High School Gateway requirements must also be completed. **No Dual Diploma with Distinction is available.**
- ⇒ **Individualized Education Diploma** - the document awarded to students with disabilities assigned to a special education program who have met the state assessment requirements referenced in Rule 160-3-1-07 Testing Programs for students completing an IE Diploma - Student Assessment or who have not completed all of the requirements for a high school diploma but who have nevertheless completed their Individualized Education Programs.
- ⇒ **High School Certificate** - the document awarded to students who do not complete all of the criteria for a diploma, but who meet all requirements for attendance and Carnegie units.

**Note:** Students must earn, at least, one of the above exit documents to be eligible to participate in graduation ceremonies.

**\* Two additional units beyond the College Preparatory diploma are required from State Core Courses (Language Arts, Math, Science, Social Studies, Foreign Language and/or Fine Arts.)**

# STATE BOARD OF EDUCATION REQUIREMENTS FOR GRADUATION

State Board of Education Web Site & Phone Number – (www.doe.k12.ga.us) (404-656-2800)

AREAS OF STUDY	College Preparatory		Technology/Career Preparatory		Dual (Combination)
	CP	CP+	TC	TC+	CP/TC
English/Language Arts*	4	4	4	4	4
Mathematics*	4	4	3**	3**	4
Science*	3	3	3	3	3
Social Studies*	3	3	3	3	3
Health and Physical Education	1	1	1	1	1
Computer Technology and/or Fine Arts and/or Technology/Career Preparatory Electives and/or Modern/Classical Language	1	1	1	1	1
Modern/Classical Language*	2	2	0	0**	2
Technology/Career-Preparatory units (From core Technology/Career-Preparatory courses which include ROTC.)	0	0	4	4	4
Locally required or elective units	4	4	3**	4**	0
State Electives (from Core Courses- English/Language Arts, Mathematics, Science, Social Studies, Modern/Classical Language and/or Fine Arts)	0	2	0	1	0
<b>TOTAL UNITS (MINIMUM)</b>	<b>22</b>	<b>24</b>	<b>22</b>	<b>24</b>	<b>22</b>

\* Core Courses

\*\* Technology/Career-Preparatory students may want to utilize an elective unit such as Modern/Classical Language or a fourth unit of mathematics depending upon the student's program of study. Determination of the appropriate number of mathematics units for each Technology/Career-Preparatory program of study shall be determined by the local board of education.

## POSTSECONDARY ADMISSION STANDARDS

Three governing boards set the rules for public education in the State of Georgia.

**The State Board of Education** ([www.doe.k12.ga.us](http://www.doe.k12.ga.us)), 404-656-2800, determines the requirements for the high school diploma options.

**The Board of Regents**, ([www.usg.edu](http://www.usg.edu)), 404-656-6050, defines the admission requirements to Georgia public colleges and universities.

**The Department of Technical and Adult Education**, ([www.dtae.org](http://www.dtae.org)), 404-679-1600, defines the admission requirements to the two-year technical institutes and colleges.

Applicants to the Board of Regents schools will be considered for admission based on their **Freshman Index (FI)**. The Freshman Index is a formula using the SAT scores and the Grade Point Average (GPA) in college-preparatory courses (CPC). CPC courses are courses taken in the areas of language arts, mathematics, science, social studies, modern/classical language, humanities, and fine and performing arts.

Students with any course deficiencies in the five areas of the CPC will not be admissible to research universities, regional universities, or state universities. Depending on their other academic qualifications, some of these students will be admissible to two-year colleges where they will be required to take additional courses to make up for CPC deficiencies and/or learning support courses.

Below is the formula used by the Regents Colleges and Universities to figure a student's Freshman Index.

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**Freshman Index:** A designated score on the Freshman Index ("FI"), which is based on a combination of a student's SAT I or ACT assessment scores and high school grade point average (HSGPA). The Freshman Index is:

$$FI = 500 \times (\text{HSGPA}) + \text{SAT I Critical Reading} + \text{SAT I Math}$$

or

$$FI = 500 \times (\text{HSGPA}) + (\text{ACT Composite} \times 42) + 88$$

The minimum FI required for admission to a research university is 2500; regional university is 2040; state university is 1940; and a state two-year college is 1830.

Note: Check the Board of Regents Web Site at <http://www.usg.edu> for the most current and updated information.

## GEORGIA PUBLIC POST SECONDARY INSTITUTIONS AND THEIR MINIMUM REQUIREMENTS

### Research Institutions (www.usg.edu)

Georgia Institute of Technology Georgia State University	Medical College of Georgia University of Georgia	<b>MINIMUM SYSTEM STANDARDS</b> 16 College Preparatory Courses (CPC) (The Georgia Board of Regents strongly urges students with college plans to take as many college preparatory courses as possible.) and a Freshman Index (FI) of 2500, SAT- 430 Critical Reading/400 Math
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### Regional Institutions (www.usg.edu)

Georgia Southern University	Valdosta State University	<b>MINIMUM SYSTEM STANDARDS</b> 16 College Preparatory Courses (CPC) (The Georgia Board of Regents strongly urges students with college plans to take as many college preparatory courses as possible.) and a Freshman Index (FI) of 2040, SAT- 430 Critical Reading/400 Math
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### State Universities (www.usg.edu)

Albany State University Armstrong Atlantic State University Augusta State University Clayton State University Columbus State University Fort Valley State University Georgia College & State University Georgia Southwestern State University	Kennesaw State University North Georgia College & State Univ. Savannah State University Southern Polytechnic State Univ. University of West Georgia	<b>MINIMUM SYSTEM STANDARDS</b> 16 College Preparatory Courses (CPC) (The Georgia Board of Regents strongly urges students with college plans to take as many college preparatory courses as possible.) and a Freshman Index (FI) of 1940, SAT- 430 Critical Reading/400 Math
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### State Colleges (www.usg.edu)      Two-Year Colleges (www.usg.edu)

Abraham Baldwin Agricultural College Dalton State College Gainesville State College Georgia Gwinnett College Gordon College Macon State College Middle Georgia College	Atlanta Metropolitan College Bainbridge College Costal Georgia Community College Darton College East Georgia College Georgia Highlands College Georgia Perimeter College South Georgia College Waycross College	<b>MINIMUM SYSTEM STANDARDS</b> 16 College Preparatory Courses (CPC), with a 2.0 high school grade point average or 13 units of Technical/Career Preparatory Courses with a 2.2 high school grade point average. Following admission, learning support placement testing is required of all students in this sector. Students may exempt placement testing with a minimum SAT- 430 Critical Reading/400 Math or ACT scores of 17 in English and 17 in Math.
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### Two-Year Technical Institutes & Colleges (www.dtae.org)

Albany Technical College Altamah Technical College Appalachian Technical College Athens Technical College Atlanta Technical College Augusta Technical College Central Georgia Technical College Chattahoochee Technical College Columbus Technical College Coosa Valley Technical College DeKalb Technical College East Central Technical College Flint River Technical College Georgia Aviation Technical College Georgia Virtual Technical College Griffin Technical College Gwinnett Technical College Heart of Georgia Technical College	Lanier Technical College Middle Georgia Technical College Moultrie Technical College North Georgia Technical College North Metro Technical College Northwestern Technical College Ogeechee Technical College Okefenokee Technical College Sandersville Technical College Savannah Technical College South Georgia Technical College Southwestern Technical College Southwest Georgia Technical College Swainsboro Technical College Valdosta Technical College West Central Technical College West Georgia Technical College	<b>MINIMUM SYSTEM STANDARDS</b> Technical Institutes & Colleges offer 3 programs; <b>Certificate, Diploma and Degree.</b> For admission, <b>Certificate and Diploma</b> programs require a high school diploma or GED and one of the following: SAT-430 Critical Reading/400 Math or ACT-18 English/16 Math or ASSET Test. <b>Degree</b> programs require a high school diploma or GED and one of the following: SAT-480 Critical Reading/440 Math or ACT-21 English/19 Math or ASSET Test
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## TESTS REQUIRED FOR GRADUATION

### Georgia High School Graduation Test

One important function of the Four-Year-Plan is to insure that graduation requirements are met. These requirements are the minimum program which must be satisfied to receive either the College-Preparatory, Technology/Career-Preparatory, dual (combination) diplomas, or the Individualized Education diploma. Students should plan to exceed these requirements in order to prepare adequately for post-high school study or immediate employment. There is a course of study which must be successfully completed to meet requirements for regular admission to Georgia's University System. The college-preparatory or dual (combination) programs ensure that students are taking a college-preparatory program. **A passing score on all sections of the Georgia High School Graduation Test (administered for the first time in the 11th grade) is required for any regular high school diploma. A student's first opportunity to take the high school graduation test will be in the fall or spring of the junior year. Intervention classes are provided for students who do not pass the assessment. In the senior year, students will retake only tests not passed in the junior year.** Students must pass the five graduation tests in order to graduate. The Georgia High School Graduation Test contains English/Language Arts, Mathematics, Science, Social Studies, and Writing.

### Gwinnett County Public Schools High School Gateway Assessment

All students must demonstrate knowledge of the Gwinnett County Academic Knowledge and Skills (AKS) curriculum. Students will be provided a booklet listing each of these AKS by course at the beginning of the school year. **Students will need to pass the Gwinnett County High School Gateway Assessment over the AKS before earning a diploma.** The Gateway Assessment measures students' ability to write effectively about 9th and 10th grade science and 10th grade social studies AKS. **The assessment will first be administered in the spring of the 10th grade year.** Intervention classes will be provided to help students who do not pass this assessment. **Students will have several opportunities to retake the assessment if they are not successful the first time.**

### End-of-Course Tests

Students are required to take state-mandated End-of-Course tests in the areas of Algebra I (or equivalent), Geometry, U.S. History, Economics, Technical Physical Science, Biology, 9th Grade Language Arts, and 11th Grade Language Arts. These tests will count 15% of the student's overall grade for the semester.

Students must take the End-of-Course Test in order to receive Carnegie Units for the courses requiring the EOCT.

## PROMOTION POLICY

The following units must be earned for class placement. **Class placement is made at the beginning of each academic year based on the number of units at that time.**

<b>High School Promotion Requirements</b> <i>For All Classes Entering High School in Fall, 2006 and Beyond</i>			
Promotion 9 <sup>th</sup> to 10 <sup>th</sup>	Promotion 10 <sup>th</sup> to 11 <sup>th</sup>	Promotion 11 <sup>th</sup> to 12 <sup>th</sup>	Graduation
<p><b>5 Carnegie Units</b> <u>Including no less than:</u> 0.5 unit of Core Language Arts 0.5 unit of Core Mathematics 0.5 unit of Core Science</p>	<p><b>11 Carnegie Units</b> <u>Including no less than:</u> 1.5 units of Core Language Arts 1.5 units of Core Mathematics 1.5 units of Core Science 0.5 units of Core Social Studies</p>	<p><b>16 Carnegie Units</b> <u>Including no less than:</u> 2.5 units of Core Language Arts 2.5 units of Core Mathematics 2.5 units of Core Science 1.5 units of Core Social Studies</p>	<p><b>22 Carnegie Units</b> according to diploma type and standardized assessment requirements as determined by state and district policies</p>

### Units Required For Competitive Extra-curricular Activities

<u>Grade/Status</u>	<u>Units</u>
10th grade - Sophomore	4 units*
11th grade - Junior	10 units
12th grade - Senior	16 units

**\*Note: Eligibility rules are complex. If you have questions, see your local Athletic Director. Students who audit courses may forfeit eligibility for extra-curricular activities for the subsequent semester. Consult your counselor before you commit to audit or drop a course. Students must pass five courses each semester and be on track for graduation to maintain eligibility.**

Students must have 4 units to participate in extra-curricular activities their second year of high school; 10 units to participate their third year and 16 units to participate their fourth year.

## GWINNETT COUNTY PUBLIC SCHOOLS – GRADE SCALE

- A = 90 and Above
- B = 80-89
- C = 74-79
- D = 70-73
- F = Below 70

## **CREDIT FOR WORK IN OTHER SCHOOLS**

In accordance with the Southern Association of Colleges and Schools Standard 3.4.9, Gwinnett County Public Schools will validate competency, by course, before awarding Gwinnett County Public Schools credit for work completed at a home school or private school that is not fully accredited (not candidate status) by the Southern Association of Colleges and Schools, one of the SACS equivalents, the Georgia Accrediting Commission, or the Georgia Private School Accreditation Council (GAPSAC). Specifically, Gwinnett County Public Schools accepts at face value credit transferred from the New England, Middle States, Southern, North Central, Northwest and Western Associations, as well as the Georgia Accrediting Commission and GAPSAC.

Students entering a Gwinnett County Public High School from private or home schools not fully accredited (not provisional or candidate status) by one of the above associations will be required to validate competency through testing. Please contact the local school counseling office for details.

If students attend or plan to attend home school or a school not fully accredited (not provisional or candidate status) by one of the above associations and subsequently request credit for the experience from a Gwinnett County Public School, please check with local school personnel for details involving awarding of Gwinnett County Public Schools credit.

## **SCHEDULE CHANGES**

Students will have a limited number of days after a semester begins to request a schedule change. Legitimate reasons for dropping/adding within the limited number of days may include these situations:

1. The student has already received maximum credit for the course.
2. The student is taking a course out of sequence.

Since all students are required to take six classes, any class dropped during this time must be replaced with another class. Such additions of courses will be contingent on available space in the class the student wishes to add. Changes in student schedules will not be made to move a student from one teacher to another or from one period to another unless the school must do so to balance class sizes. **Students must be enrolled in and pass five (5) classes, or the equivalent in a post secondary school, per semester to maintain extra-curricular eligibility.**

Requirements and schedule changes are substantially different at Phoenix High School.

## **REPORTS TO PARENTS**

### **Progress Reports**

At the end of every six weeks or nine weeks (depending on student's school), high school students will receive from each teacher a written report of his/her status. (At Phoenix High School, progress reports are issued midway through each of the four nine-week mini-semesters.)

### **Report Cards**

Report cards for first semester will be given to students during the first two weeks of the following semester. Report cards for second semester will be available approximately seven (7) days after the semester ends.

### **Application for Graduation**

During the fall semester, the parent/guardian of each senior will be sent a written report of the student's progress toward meeting graduation requirements.

## **OTHER LEARNING OPPORTUNITIES**

In addition to the variety of courses in the curriculum, Gwinnett County offers on-campus and off-campus programs to meet the special needs of students.

### **English To Speakers Of Other Languages**

The goal of the ESOL program is to provide an opportunity for students whose primary or home language is not English to acquire proficiency while continuing to learn content. Schools identify those students whose primary or home language is not English. Local school or district staff administer an English language proficiency test to determine which students are limited English proficient and need English to Speakers of Other Languages (ESOL) instruction. The International Newcomer Center at Lawrenceville West, 495 Maltbie Street, Lawrenceville, Georgia 30045 (770-985-5200) provides initial assessment services for middle and high school students. The Center also evaluates foreign transcripts and advises on course placement for newcomers.

In accordance with State Rule 160-4-2-.03, students in the courses ESOL Language Arts II, III and IV may earn up to three years of core language arts credit toward a Technical and/or College Prep Diploma on successful completion of a course. Students in the ESOL I, Communication Skills, Language Development through Content 2, 3, and 4 may earn elective credit on successful completion of a course.

### **Hospital/Homebound/Teleclass**

This program is offered to students who cannot attend in a regular school setting due to illness or accident. Students must be projected to be absent a minimum of 10 consecutive school days. Consult your local school for the form necessary for entry into the program. Course instruction is generally limited to mathematics and language arts for a maximum of three hours per week. Instruction in other areas may be provided on an individually determined basis, subject to the availability of personnel and funding. Arrangements to meet curricular needs beyond those provided by Homebound/Teleclass must be made through the local school Student Support Team.

### **Special Education**

Special education programs are available to high school students who meet specific eligibility criteria in the following program areas: specific learning disabilities, intellectual disabilities, emotional and behavioral disorders, speech/language impairments, visual impairments and/or deaf/hard of hearing, orthopedic impairments, autism, traumatic brain injury and other health impairments. All due process procedures as mandated by state and federal laws are strictly adhered to. Special classes are available for students who require more structured learning in a small group setting. An individual Transition Plan is written for each student to support his/her movement from school to adult life. For further information contact the Special Education Department at (678)-301-7121 or correspond directly to: Special Education Department, Instructional Support Center, 437 Old Peachtree Road, Suwanee, Georgia 30024.

## **Opportunities for the Disabled**

There are several agencies/services who work with students who have mental, physical, and emotional disabilities after they leave high school.

Rehabilitation Services (Vocational Rehabilitation) is a publicly funded department. The employees of this department work with mentally and physically disabled students 16 years old and older. Contact can be made through the Special Education Department in the student's high school or by calling the Special Education Department, Instructional Support Center, 437 Old Peachtree Road, Suwanee, Georgia 30024 (678)-301-7121.

Other services are available through the following agencies:

1. Hi-Hope Center - a work activity center publicly funded through the Department of Human Resources for individuals with moderate to severe disabilities;
2. Atlanta Services for the Blind;
3. Annandale Village of Suwanee - a privately funded, residential center for individuals with intellectual disabilities;
4. Creative Enterprises, Inc. - a publicly funded rehabilitation workshop for individuals with disabilities;
5. Gwinnett Group Homes - two publicly funded residential centers for disabled individuals whose families may be unable to care for them. Transportation is provided to other training centers during the day;
6. Warm Springs (GA) Vocational Rehabilitation Center - a residential center in which individuals with disabilities learn independent living skills and work skills;
7. Georgia Mental Health Institute, Georgia Regional Hospital - publicly funded, short-term centers.

## **Project Rescue**

Project Rescue is an interagency intervention program for students who have lost their rights to a routine public education by making poor choices. Through Project Rescue, Gwinnett County Public Schools works in conjunction with the Juvenile Court of Gwinnett County and the Gwinnett Court Services Program (Georgia Department of Youth and Children Services) to provide instruction for motivated Gwinnett students who have been expelled from school.

## **GIVE Center**

The purpose of the daytime Gwinnett Intervention Evaluation Center (GIVE) is to provide an educational opportunity for certain students whose unacceptable behavior has excluded them from regular school programs for ten or more days. Students are placed/assigned to the GIVE Center through the Disciplinary Panel process.

## **Gwinnett Remediation and Support Program (GRASP)**

This alternative program is for chronically disruptive students that are habitual violators of school rules and/or misconduct in the community. Generally, students are placed in the program through a disciplinary panel, court order, agency placement or GIVE Center referral. The major focus of this program is affective (behavioral) intervention with basic academic support. Students must transition successfully through the GIVE Center before enrolling in a regular school program.

## **International Baccalaureate Program (IB) - Norcross High School**

The IB program includes two years of pre-IB and two years of IB curriculum which challenges students and leads to the IB diploma. The program is comprehensive covering all academic disciplines: English, mathematics, social studies, science, modern/classical language and theory of knowledge. It is designed to provide highly motivated college bound students with a balanced education.

Requirements for the IB diploma, which is offered in addition to the Gwinnett County Public Schools diploma, are structured to meet the entrance requirements of universities throughout the world. A measure of the IB's success is its recognition for college credit. A directory of schools recognizing this credit is available in the IB office at Norcross High School (770-447-2635).

## **JROTC**

There are currently four JROTC programs in Gwinnett County Public Schools. There are Air Force units at Shiloh High School and North Gwinnett High School, a Navy unit at Duluth High School and a Marine unit at Parkview High School. Students in other schools may take JROTC by traveling to these schools for part of each day or transferring to one of the schools full time. Students who have earned four Carnegie units of credit for JROTC, or three Carnegie units of credit for JROTC and one additional from a technology/career-preparatory course, or three Carnegie units from technology/career-preparatory courses and one JROTC Carnegie unit will have fulfilled the Technology/Career-Preparatory diploma requirements.

## **Grayson High School Technical Program**

The Grayson High School Technical Education program provides technical education and training for GCPS students in the eleventh or twelfth grades who are interested in fine arts and technology and are seeking either a technology/career prep diploma or a combination technology/college prep diploma. Students at block schools may also take these courses for elective credit for the college prep diploma. Students will have the opportunity to earn credits toward graduation, in cutting-edge programs not offered at their regular high school. The following technical programs are taught as one or two year courses. These programs will provide students with the knowledge and skills needed to enter the work force, begin apprenticeship training, enter a post secondary technical school, or continue towards a college degree.

### **Technical Programs**

Bio-technology

Environmental Horticulture

Music Recording

Music Technology

Digital Media & Design

Culinary Arts

Video Broadcast Journalism

Environmental Science

Technical Theater: Scenery and Lighting

Technical Theater: Costume and Makeup

Veterinarian Technology

IT: Network Systems & Support

Public Safety

Commercial Photography

Hospitality/Travel/Tourism

## **Maxwell High School of Technology**

Maxwell High School of Technology provides technical education and training for eleventh and twelfth grade students who are seeking either a technical diploma or a combination technical/college endorsement diploma. Technical courses in fifteen specialized career fields are taught as one or two year courses. These courses will provide students with essential skills needed to enter the work force, begin apprenticeship training, enter a post secondary technical school, or continue towards a college degree.

### **Technical Courses**

Automotive Collision	Cosmetology	Healthcare Science
Automotive Services	Early Childhood Education	Technical Apprenticeship
Commercial Art	Electronics	Welding
Computer Aided Drafting	Graphic Communications	
Computer Technology	Horticulture	
Construction	Public Safety	

### **Technician Training**

Technician level careers are challenging and financially rewarding. Students who pursue technical education training should possess good communication skills, basic mathematical skills, and advanced problem-solving skills. Some programs require the applications of higher levels of mathematics (i.e., algebra and geometry). The basic course offerings provide for one year of technical knowledge, hands-on skill development, and employability skills. Students who do well may choose to participate in the Technical Apprenticeship program during their senior year.

### **Technical Apprenticeship**

The Technical Apprenticeship program provides an opportunity for students who have completed two semesters of a technical program to pursue employment in the occupation during their senior year in high school. Students will attend a series of seminars on the development of workplace skills, employability skills, safety in the workplace, management of income, etc. The purpose of the program is to ease the transition for students from school to a viable career in the workplace.

## **Phoenix High School**

Phoenix High School is designed to meet the needs of several groups of students, including students who must attend or choose to attend in the evenings, adults seeking a high school diploma, and teen parents. Some basic information follows.

### **Philosophy:**

The mission of Phoenix High School, as an alternative and complement to the traditional high school program, is to insure the success of students who may be unlikely, for a variety of reasons, to reach their potential in a traditional setting. The program is grounded in the uniqueness and inherent worth of the individual student. The faculty and staff believe that every student possesses the ability to become a self-confident, independent learner. Phoenix High School will enable each student to experience a sense of accomplishment, a feeling of belonging and confidence in setting goals and making life choices. A variety of opportunities will be provided for students to develop and demonstrate the knowledge and skills necessary for fulfilling adult roles.

**Requirements:**

1. A student must be a resident of Gwinnett County.
2. A student must be at least sixteen (16) years of age and have attended one year of high school.
3. Once a student has enrolled in the Phoenix High School program, the student may not enroll in a regular school prior to the beginning of that school's next official semester.

**Seventh Period Students**

Phoenix High School and local community schools offer classes on a space available basis after the regular high school dismissal time. Students enrolled full time in Gwinnett County High Schools may take one or two additional classes at these locations for a tuition fee.

**Gwinnett County Online Campus - [www.gwinnettk12online.net](http://www.gwinnettk12online.net)**

Gwinnett County Online Campus was developed to offer an alternative for students who need a 7th period class and require or prefer flexibility in the time of day or location in which they complete course work. The classes are best suited for students who are comfortable learning in a computer-based environment. Online classes provide the same courses and AKS curriculum that are offered at a traditional school. The courses follow a fourteen week semester in the fall and spring. Online summer school closely follows the traditional five week summer school schedule. Interested students must have their local school counselor's approval to take an online course. Students register and pay at the Online Campus web-site at [www.gwinnett.k12.ga.us](http://www.gwinnett.k12.ga.us).

**Gifted Education Program**

Gifted Education classes are available to high school students who meet specific eligibility criteria established by the Georgia Board of Education. The program offers complex subject matter at an accelerated pace in Language Arts, Mathematics, Science, Social Studies and Modern/Classical Languages as well as Advance Placement and International Baccalaureate classes. Courses for the gifted extend GCPS' AKS for students who excel intellectually and academically. Each high school offers Directed Study classes and the QUEST Internship Program for gifted education students. Directed Study students complete and present an individual research project planned and developed under the supervision of a gifted program teacher. In the Internship program, students spend a portion of the school day in an in-depth career exploration with a mentor in the community.