

FAQ – 2018-2019 Core and Elective Registration

When will core registration be held for current Pope High School students? Teachers will make placement recommendations for core registration for the 2018-2019 school year the **week of February 5th-9th**. Courses have specific pre-requisites for recommendation and enrollment. All students are strongly encouraged to review the Pope High School online course catalog to review course descriptions and pre-requisites.

What is a pre-requisite? A course that is required to be passed before a student can progress to the next level of the course/pathway. Elective courses also have identified pre-requisites.

Can I change a course mid-year? No. Students will register for year-long courses, including core classes beyond graduation requirements. Once a student has registered for a course, it is a **year-long commitment**.

What if I want a core course level that my teacher does not recommend for me for enrollment? A waiver is required and must be submitted no later than Friday, April 27th. A waiver is **REQUIRED** for any level change requested by a student and/or parent. Waivers will be available the week of April 9th and can be obtained in the Curriculum office.

Can I take a class online? How do I register for online? See your counselor for the online contract that must be signed by parent/guardian and student, completed in full, and returned **by Friday, April 27th**. The student is then responsible for registration on the Cobb Virtual Academy or Georgia Virtual School website for the appropriate and approved course. Students are responsible for transportation and cannot remain on campus if scheduled for an online course.

When is elective registration? How will I register for my elective course requests? Students will be assigned appointment times based on grade level. Elective registration will be held in the Learning Commons. Students will enter their elective course requests online using Synergy.

- **March 5th – 7th:** Junior elective registration
- **March 7th - 9th:** Sophomore elective registration
- **March 12th -16th:** Freshman elective registration

How many elective course requests will I submit? Students will select 5 elective courses. On the elective registration form, the courses will be ranked #1 (most desired course request) to #5 (acceptable course request). Elective courses are scheduled based on what works with a student's schedule. It is possible a student could be registered for selections #4 and #5 (lower ranked courses). The very best efforts are extended to schedule students into their most desired elective course requests. **Students are strongly encouraged to choose elective courses CAREFULLY and WISELY.** Requests for changes because a lower ranked course(s) was scheduled cannot be honored. Any of the five selected courses could be scheduled based on the totality of the student's course requests for the 2018-2019 school year.

How do I register for classes listed as Application only on the elective registration form? Please see the identified teacher below to obtain the required application. Acceptance into the class will replace other elective choices, but it does not guarantee placement due to scheduling conflicts. The teachers for these classes will provide a list of approved students for registration and enrollment.

- Ms. Bowen - Yearbook/Newspaper (grades 10-12) -- application window: February 14 – March 2
- Mrs. Brown – Mentorship (grades 11-12) -- application window: February 26 – March 9
- Coach Abney – Internship (grades 11-12) – application window: March 5 – April 27 (student must have transportation)

I am a rising senior and I would like to request Minimum Morning or Minimum Day next year. What do I need to do? Students can request Minimum Morning or Minimum Day; however, counselors must review student eligibility for enrollment and provide approval for registration before the end of the current school year. Requests for Minimum Morning or Minimum Day cannot be honored once the school year begins due to the required assurance for meeting graduation requirements. **Completed applications must be returned to the School Counseling office by Friday, March 9th.**

I am a student with an online course 7th period and/or a rising senior with Minimum Day or Internship. I would like 6th period lunch to leave campus early. What can be done regarding my request? Students cannot request a specific lunch period. Registering for Minimum Day, Internship or an online class 7th period **DOES NOT GUARANTEE** 6th period lunch and requests will not be honored. Lunch periods are based on the student's schedule of courses in its totality.

Who can I talk to about core and/or elective courses if I have questions? You can speak with a teacher, department chair or counselor.

What if I change my mind after core or elective registration after registration has closed? Students are expected to **HONOR** their course requests. Please choose your courses **CAREFULLY and WISELY**. Courses are offered and scheduled based on student course requests submitted at the time of registration. If a student registers for an elective class that he or she does not meet the requirement for placement in, the request is forfeited. **IMPORTANT NOTE:** Last minute course request changes cannot be honored, especially during the summer months or during the opening week of school. In mid-April, students will have the opportunity to review all course requests and identify any needed changes at that time. If a level change is requested, a waiver must be submitted by April 27th. Courses are scheduled based on student enrollment requests. Students are strongly encouraged to make informed decisions regarding courses by reviewing the online course catalog and by speaking with teachers.

What if I do not attend elective registration during my scheduled appointment in March? For students who do not complete elective registration, their elective classes will be administratively assigned based on transcript review.