

Hartland High School Freshman Class of 2025 Scheduling Instructions

The following information is intended to assist you and your parents as you select your classes for 9th grade. Keep in mind that you earn .5 credit per class, per semester. You will take 7 classes at a time and earn a total of 3.5 credits each semester for a total of 7 credits each school year. Over a four-year period, you are able to earn 28 credits. In order to graduate you must earn at least 26 credits and pass all required courses. Please refer to the Curriculum Guide for a listing of all graduation requirements.

English, Social Studies, and Science: All students have been placed into English 9 A&B, Global Studies A&B, and Biology A&B. If you wish to take Honors English 9 you must complete the required application. The counselors will adjust schedules for those admitted into Honors English 9.

Math: This class requires your 8th grade teacher's agreement along with parent/student input. Make sure that you sign up for both semesters (for example: Algebra 1A and Algebra 1B).

World Language: Two years of coursework in the same World Language is required for graduation. However, these classes are not required to be taken in the 9th grade. Students who elect to begin their World Language study in 9th grade should plan to take the second year of study in 10th grade. If you are taking the first year of Spanish, French, or American Sign Language this year, you will get a signature from that teacher for next year's placement.

Physical Education and Health: These are graduation requirements. We recommend that you take them in your freshman year. However, you may postpone them if your schedule is full due to band, choir, or world language selections. The Physical Education requirement can be satisfied by participating in 3 seasons of any HHS Sport (any year, any level) or by participating in band and band camp for 3 years.

Music: You may select Cadet Band #467810 or Concert Choir #466610. If you audition for and are accepted into a different band or choir, your counselor will adjust your schedule.

Electives: 9th grade elective options are listed on the back of the Course Request Sheet and in the Curriculum Guide. Remember to select courses that appear in your Career Pathway (see the Curriculum Guide). If an elective requires a teacher signature, it will have a "T" in the Approval column on the back of the Course Request Sheet. Students will need to get their 8th grade teacher's signature from that same subject area.

Other Requirements: You are also required to earn 1 credit in the Visual, Performing, or Applied Arts (VPAA) during high school. This does not have to be satisfied in 9th grade.

Alternates: Please list six alternate courses that you are willing to take. Students must have alternate class options. Any students who do not list alternates are subject to their counselor selecting classes if they have a schedule conflict. Alternate class selections are binding, so pick them with care. Students will not be allowed to change their schedule if they get one of their alternates instead of their first choice.

When you are done, your credits should equal 7. Please make sure you are making careful selections because schedule changes will not occur in August. You are now ready to load your classes into the computer, but Do NOT load your Alternate Classes. **Both the student and parent must sign the Course Request Sheet and then return it to your math teacher by February 18th.**

If you have any questions, the HS Counseling Department is organized by the first letters of the student's last name.

A-Dd: Andrea Hansen, (810) 626-2229

De-Ht: Heather Osterhout, (810) 626-2228

Hu-Mn: Nicole Lusk, (810) 626-2224

Mo-Sd Helen Kenney, (810) 626-2239

Se-Z: Erica Empie, (810) 626-2232

Online Scheduling in Student Connect

Instruction Sheet for Scheduling 2021-2022 Classes

1. Go to: <http://hartlandschools.us>
2. Click: ***Student Connect***
3. Enter: ID # and Password
4. Click: ***Log In***
5. Select: ***Hartland High School 21/22***
6. Click: ***Add/Edit Requests*** from the right side of the screen
7. **Ready to enter requests**
 - a. All available classes are listed in the box under “Select Course to Add” in alphabetical order.
 - b. Select a class by clicking on it. Once it’s highlighted the course description will appear to the right. Under the description, you click ***Add Selected Course***. If you add a course and later decide you do not want it, simply click on the ***X*** in the “Course Requests” box to delete.
 - c. When you have selected all of your classes, make sure your screen selections match your Course Request Sheet selections. **Confirm that you have a total of 7 credits.**
8. Click: ***Submit***. Your requests will not be saved if you miss this step.
9. Click: ***Sign Out*** at the top right.
10. **Sign the Course Request Sheet and return it to your math teacher no later than February 18th.**

****Reminder****

You do not need to enter English 9, Global Studies, or Biology. Those requests have been loaded already. Counselors will make adjustments for students who are admitted into Honors English 9.