Present School: _____

MENTOR HIGH SCHOOL

Schedule Planner 2007-2008

Present Grade: _____

Recommended Course Load
10th grade – 12 courses (6 each semester)
11th grade – 11 courses (6 one semester, 5 one semester)
12th grade – 10 courses (5 each semester)

Maximum Course Load
10th grade – 12 courses (6 each semester)
11th grade – 12 courses (6 each semester)
12th grade – 12 courses (6 each semester)

Student Number	**Last Name**	**First**	**Middle**

The purpose of the Schedule Planner is to help you ensure that your schedule meets Mentor High School's requirements. Sophomores must schedule a minimum of 12 modules each semester and juniors 12 modules one semester and 10 the other. Also, physical education must be taken either first or second semester. Seniors must schedule a minimum of 10 modules each semester. Some courses require permission for enrollment. The student must have the appropriate department coordinator or teacher initial the planner to approve these courses.

First Semester						**Second Semester**					
Course Number	Course Title	Appr/ Rec	Credit	No. of Modules		Course Number	Course Title	Appr/ Rec.	Credit	No. of Modules	
	English ( )			2			English ( )			2	

Drop and Add Regulations

Students are required to take a minimum number of courses each year. This "minimum course load" includes both required courses and elective courses. With the guidance of parents, teachers and counselors, students select these courses during the registration period. This is the time when "schedule planners" are completed. In addition to the required courses, students have an opportunity to select whatever elective courses they wish. The online Program of Studies Guide (http://www.Mentorhigh.com) is the student's and parent's guide for making these selections.

During the time between registration and the end of the school year, students and parents may discuss and request changes in these courses. After the close of the school, no courses will be dropped from the student's schedule at any time unless: 1) a technical error was made in the process of scheduling the student's requests, 2) the student has been clearly academically misplaced, or 3) there is a scheduling conflict. This is partly due to the fact that the teaching staff has already been hired/reassigned to teach the courses and sections required by the previous spring's sign up. Students who wish to drop or change classes due to academic misplacement must do so no later than the end of the semester for year classes, and the end of the first 9 weeks of a semester class. Students may be permitted to drop a class at the beginning of the following year through the second week of school, as long as another class is added during the same period. This would again depend on class size and staffing considerations. Students are encouraged to sign up for, and follow through on, as many courses as they and their parents and counselors feel they are academically able to attempt.

Courses may be **added** after the close of school in the spring and during the next school year during the first two weeks of each semester if the class the student wishes to take is not filled. **Schedule changes will not be permitted on the basis of teaching style, personality, or time of day.**

It is the policy of the Mentor Exempted Village Schools to provide equal educational counseling and extracurricular opportunities to all students without regard to race, color, creed, national origin or sex. Therefore, all students are eligible to enroll in all courses listed for which they have met the specified academic or prior course prerequisites.

I understand it is my responsibility to see that requirements for graduation are met. I also understand the "Drop and add regulations" in effect at Mentor High School.

Student Signature _____ Date _____

Parent Signature _____ Date _____