

**Huntington Beach Union
High School District**

**Annual Parent Notifications
&
Educational Planning Guide
2010-2011**

Huntington Beach High School
Westminster High School
Marina High School
Fountain Valley High School
Edison High School
Ocean View High School
Valley Vista High School
Coast High School
Community Day School

Updates available at: www.hbuhsd.org

Discard Planning Guides from previous years - there are numerous updates in this edition

Huntington Beach Union High School District

For the 2010-2011 school year, this guide has been modified to include required parent notifications that previously were placed in registration packets. To ensure that all parents receive the most current legal notifications and to alleviate schools from duplication costs, we have centralized this state mandate by inserting notification into this guide. The original purpose of this guide, remains to assist parents and students in post secondary planning, but we urge families to seek additional advice from other sources as well.

Annual changes in this document will occur as we prepare for the upcoming school year and registration activities in August. Parent, staff and community member comments about the contents of this publication are welcome. We appreciate those who take the extra time to read it and ask questions or offer suggestions. While every effort is made to be accurate, the reader is strongly encouraged to consult websites and other original sources to ensure that educational planning decisions are based upon the most current information available. Please contact the school staff first in your attempt to get questions answered. The district administrative office of educational services is also available to assist you with your questions in educational planning.

Site	Address	Phone (714)
Edison H.S.	21400 Magnolia St., Huntington Beach 92646	962-1356
Fountain Valley H.S.	17816 Bushard St., Fountain Valley 92708	962-3301
Huntington Beach H.S.	1905 Main St., Huntington Beach 92648	536-2514
Marina H.S.	15871 Springdale St., Huntington Beach 92649	893-6571
Ocean View H.S.	17071 Gothard St., Huntington Beach 92647	848-0656
Westminster H.S.	14325 Goldenwest St., Westminster 92683	893-1381
Coast H.S. (Alternative)	15871 Springdale St., Huntington Beach 92649	901-8106
Valley Vista H.S. (Continuation)	9600 Dolphin Ave., Fountain Valley 92708	964-7766
Huntington Beach Adult School	15871 Springdale St., Huntington Beach 92649	901-8106
Community Day School	1025 Westminster Mall, Westminster 92683	799-1414
HBUHS District Office	5832 Bolsa Ave., Huntington Beach 92649	903-7000

Division of Educational Services

Assistant Superintendent of Educational Services
Director of Pupil Personnel Services
Director of Curriculum and Instruction
Director of Special Education
Director of Information Services
Coordinator of Assessment and Evaluation

Guidance and Support Services Staff at Comprehensive High Schools

Credentialed: **Assistant Principals** (Guidance/Instruction/Activities/Supervision)
School Psychologists (Counseling/Assessments)
Student Support Specialist (Counseling/Interventions)
School Counselor (Academic and College Counseling)

Paraprofessional: **Guidance Specialists** (Registration/class schedules/graduation status)
College/Career Specialist (College admission/scholarships/careers)
Registrar (Grades/transcripts/student records)
ROP Career Specialist (Regional Occupational Program)

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HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT

5832 Bolsa Avenue • Huntington Beach, California 92649
(714) 903-7000 FAX (714) 892-5750

Board of Trustees:
Bonnie Castrey
Brian Garland
Matthew Harper
Susan Henry
Michael Simons

Van W. Riley, Ph.D., Superintendent of Schools

School Year 2010-2011

Dear Parent or Guardian:

The safety of our students is our highest priority. Although our schools have an excellent safety record, we cannot be complacent and assume we are immune to dangerous incidents. We must be proactive in our efforts to provide a safe learning environment for our students.

The district has always maintained a “zero tolerance” policy towards weapons, sale of drugs, and violent acts on our high school campuses and at all school-related events. Our district policy and the California Education Code provide for the expulsion of any student who is in possession of any firearm or firearm replica, who brandishes a knife, who causes serious physical injury to another person, who commits assault or battery on a school employee, or who unlawfully sells a controlled substance (California Education Code 48915 and 48900 and California Penal Code section 417.2). We will not tolerate any of those acts, and all violators will be dealt with decisively.

The staff at each of the high schools will review this “zero tolerance” policy towards weapons, sale of drugs and violent acts with the students. We will work with the students to develop strategies to resolve conflicts in appropriate ways. We encourage you to have frank and open discussions with your children about your expectations that they behave appropriately at school and school-related activities. The combined efforts of the family and the school are essential to averting these inappropriate behaviors.

The district believes that students, parents, community members and school personnel need to continue to work together to ensure a safe environment on our campuses.

Thank you for your support.

Sincerely,

Van W. Riley, Ph.D.
Superintendent of Schools

Brian Garland
President, Board of Trustees

VWR:ls

Este documento se refiere a la seguridad estudiantil en las escuelas de nuestro distrito. Solicítelo en español en (714) 903-7000 x4461, Sandra Smallshaw
Thư này nói về sự an toàn của học sinh ở các trường của học khu. Muốn có bản tiếng Việt, xin gọi cho John Nguyễn ở số (714)903-7000, x4463

Our mission is to educate all students, responding to their diverse needs, using a challenging curriculum with multiple avenues of learning, to develop creative, responsible and productive members of our community.

Parents Educational Rights Notifications

State and federal laws require school districts to annually notify parents and guardians of parental rights. **Please sign and return the Health and Emergency Card to clear this requirement for fall 2010 classes to verify that you have received and read this Notification and Guide.** In addition, School Board policies and Administrative Regulations can be found at the HBUHSD website and the California Education code is available at www.leginfo.ca.gov.

Parents or guardians are required to continually provide current emergency information to the school. Such information includes home address, home, business/cell phone numbers, and the name, address and telephone number of a relative or friend authorized to care for the student in an emergency. The school will act in the absence of a parent to ensure appropriate medical treatment is provided even if the parent cannot be reached.

Any changes in emergency information must be reported immediately to the school of enrollment.

Students are to conform to school regulations, obey all directions, attend all classes, pursue the required course of study, and submit to the authority of the teachers and administrators of the school. Rules pertaining to student discipline, including those related to suspension or expulsion, are communicated to students each year and are available from the office of supervision or the principal's office at each of the schools.

Under the McKinney-Vento Homeless Education Assistance Act, children have the right to immediate enrollment in school (regardless if they have immunizations or school records) if new to the area or continued enrollment in their home school if they move out of the area due to the definition of being homeless. Students further may receive transportation and other services needed to remain in school. If disputes arise over school selection or enrollment, the student is admitted immediately until the dispute is resolved. For questions or assistance contact the District liaison of Project Outreach at 714-893-1381 Ext. 4441.

School attendance is mandatory until age 18, graduation, or passing the CHSPE or the GED.

Free and reduced lunches can be obtained by filling out an application and reduced fees for Advanced Placement Exams, college applications, and college admission testing may be available through high school sites.

By mid-January, families will be advised regarding the availability of an intradistrict open enrollment transfer petition to another school within the district for the following school year. Space availability may limit/eliminate specific school options; priority placement school choice will be for district residents. In accordance with law, no student currently residing within a school's attendance boundaries shall be displaced by another student living outside the boundaries. Once a new school of choice is confirmed and the contract signed, the student is expected to attend the new school for at least one year.

The Family Educational Rights and Privacy Act (FERPA) and California Education Code affords parents and students 18 years of age and older certain rights regarding student records. Parents and pupils age 18 and older have the right to inspect and review any student records, files, and data within a reasonable amount of time. If any material is considered to be inaccurate or inappropriate, a petition for removal may be directed to the Superintendent. Decisions may be appealed to the governing board.

Other provisions of the federal (FERPA) require consent of disclosure of personally identifiable information contained in a student's records. One exception, which permits disclosure without consent, is to a school official with legitimate educational interest. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement); a person serving on the School Board; a person or community with whom the school or district has contracted to perform a special task (such as an attorney, auditor, medical or psychiatric consultant or a therapist). County elections officials may have access to student records for the purpose of identifying students eligible to register to vote and for conducting programs to offer students an opportunity to register to vote. Access may also be obtained without your consent pursuant to court order. Upon request, a school official may disclose educational records without consent to officials of another school district in which a student seeks or intends to enroll.

High school registrars maintain several kinds of student records including:

- a) The student transcript which is a permanent record of pupil identification, enrollment and scholastic achievement data. In addition, the student immunization record will be permanent.
- b) An interim record of test results, health information, special education needs, parental notations, and a log listing all persons, agencies, or organizations requesting or receiving information from the record and the legitimate interests therefore. (Records are kept electronically and in the student's cum folder and are destroyed, 3 years after a student graduates [5 years for special education files].)

The District Makes Directory Information Available In Accordance With State And Federal Laws

The *Family Educational Rights and Privacy Act* (FERPA), requires that school districts, with certain exceptions, obtain written parental consent prior to the disclosure of personally identifiable information from their student's records. However, districts may disclose appropriately designated "directory information" without written consent, unless the parent has advised the District to the contrary in writing. "Directory information" includes your student's name, birthdate, birthplace, address, ethnicity, participation in school activities, dates of attendance, campus, regional, state and/or national honors and awards (including school GPA, honor role and/or commencement recognition), and height and weight of athletes.

The primary purpose of directory information is to allow the District to include certain information in school publications. Examples include:

- A playbill, showing a student's role in a drama production;
- The annual yearbook;
- Honor roll or other academic recognition lists;
- Graduation programs; and
- Sports activity sheets or rosters, listing height and weight of team members.

Directory information, which is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks and newspapers when/if they request lists of graduating student names.

In addition, federal law requires school districts to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the district that they do not want their student's information disclosed without their prior written consent. These statutory requirements are contained in Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001*, and the *National Defense Authorization Act for Fiscal Year 2002* the legislation that provides funding for the Nation's armed forces.

Parents have the right to "opt out", or have student directory information withheld from release to agencies outside the educational systems. The directory information "opt out" process and form will be included in the summer registration packet and on the district website (www.hbuhsd.org). The form will indicate that requests to "opt out" or withhold the release of directory information must be returned to the HBUHSD Office of Pupil Personnel Services by October 15, 2010. Previous requests to "opt-out" will remain in effect unless changed by written notification from the parent or guardian.

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires the HBUHSD to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. The activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

When survey activities are scheduled, the HBUHSD will provide parents, within a reasonable period of time prior to the administration of the surveys and activities, notification of the surveys and activities. Parents are welcome to preview the surveys and have their child opt-out of any surveys.

- Upon receipt of a written prescription from a physician stating that a student may not attend school for eight weeks or more, the school nurse will arrange for a meeting to evaluate the appropriateness of home instruction.
- Special education programs and services are available for students with exceptional needs in compliance with state regulations. Parents have the right to initiate a referral for assessment to identify students (ages 0-21 years) who may need assessment for special education services or accommodations under Section 504 of the Rehabilitation Act of 1973. Parents will receive written information about any testing prior to placement to determine eligibility, whenever a change in program is proposed, and during the IEP process.
- Short term individual and group counseling may be available to address student's social and emotional concerns. For further information, contact the school's School Counselor, Student Support Specialist or School Psychologist.
- Pupils hospitalized with a temporary disability become residents of the school district in which the hospital is located; parents are responsible to notify the responsible district having the qualifying hospital and individualized instruction will be provided.

- The HBUHSD participates in Medi-Cal, the California public program (funded through federal Medicaid) that pays for health services for low-income residents. Reimbursements from Medi-Cal help support the health and medical services each school offers for the students served. The two programs fiscally tied to this service are Medi-Cal Administrative Activities (MAA) and Local Educational Agency (LEA) Medi-Cal billing. Through MAA, the HBUHSD bills for administrative activities that include medical outreach and through LEA, the HBUHSD bills for direct services that credentialed and licensed school practitioners, (nurses, psychologists, and speech and language pathologists) perform.

If you have further questions about MAA or LEA billing contact the Director of Pupil Personnel Services at the HBUHSD. If you would like information on obtaining low-cost or no-cost health insurance, contact CHOC-Health Families at 714-289-4856.

Parents have the right to:

- Receive written notice and/or a teacher conference when student may fail a course (EC 49068)
- Be notified of their student's performance on standardized tests
- Request that their student not participate in the statewide achievement tests (CAHSEE is required for a diploma)
- Contact the school psychologist for assessment if concerned that the student may have learning difficulties
- Request information about qualifications of their student's teachers and paraprofessionals
- Request student placement in Alternative Education

Parents of students enrolled at a school receiving Title I funds have the additional right to:

- Be notified if their child has been assigned to, or taught for 4 or more consecutive weeks by, a teacher who is not highly qualified/NCLB compliant
- Be notified about Title I programs and the opportunity to attend meetings about those programs
- Receive notification of district and school parent involvement policies and, for those with children at a school that receives Title I funds, to participate in the development, review and/or revision of those policies

Upon parental written request, a student is entitled to:

- Be excused from school in order to participate in religious exercise, to receive moral and religious instruction, and for justifiable personal reasons
- Be excused from physical examination by school physicians (Education Code Section 49451).
- Purchase medical insurance coverage for injuries incurred while in attendance in regular day school or while being transported to other places of instruction, or while at any school sponsored activities.
- Be excused from a classroom whenever instruction covers the subject of venereal disease, AIDS, human reproductive organs and their functions and processes, or whenever instruction deals with family life education and sex education if such instruction conflicts with your religious training and beliefs. Parents shall be notified of such instruction in writing at least 15 days prior to the delivery of the instructional program. Parents may inspect instructional materials to be used.
- Be excused from the science class on specific days when class instruction/lab covers the subject of dissection if dissection is considered a harmful or destructive use of animals. The teacher may assign an equivalent or an alternative project to be graded and incorporated into the final semester grade.
- Be waived out of a recommended placement in any specialized class or program by parent request and instead be enrolled in standard classes before the semester begins. Placement in any class is for the entire semester and the grade earned will be part of the student's permanent transcript, a legal document.

Registered Nurses employed by the district as School Nurses may provide approved, specified, non-prescriptive medications to students whose parents have given signed permission on the Emergency Medical Card for the nurse to do so. No medications are to be provided except through procedures established in consultation with a licensed physician. Following is the approved list of non-prescriptive medications: acetaminophen (analgesic tablets), ibuprofen (analgesic tablets), loratadine (antihistamine tablet), diphenhydramine (antihistamine tablet/cream), generic antibacterial ointment, generic oral decongestants (tablets), generic antacids (tablets), generic cough drops, generic throat lozenges/spray, generic hydrocortisone cream (0.5-1%), generic topical toothache analgesic, generic contact lens solution, generic swabs for insect stings, generic first aid ointment, saline solution, isopropyl alcohol, hydrogen peroxide.

The School Nurse may administer epinephrine 0.3mg (EpiPen Auto-injector) to a student who is experiencing a life-threatening anaphylactic allergic reaction while at school. The student must have parent permission on the emergency medical card. Epinephrine protocols are provide by the Orange County Department of Education and signed by a district physician.

In accordance with state and federal law, smoking of and using tobacco is prohibited in all school and district facilities. This prohibition applies to all employees, students, visitors and other persons at any activity or athletic event on property owned, leased, or rented by or from the district.

Campus Safety

The Huntington Beach Union High School District has a "zero tolerance" policy towards weapons, explosives, hazing, violent acts or threats of violence on our high school campuses. All violators will be dealt with decisively. Both District Policy and California Education Code provide for possible expulsion of any student who is in "possession of any firearm or facsimile, knife, explosive, or other dangerous object" (California Education Code sections 48915 and 48900) or who possesses a replica firearm (California Penal Code section 417.2). Additionally, disabling devices such as mace and pepper spray or any other toxic chemical which could injure another person are not allowed. Each high school has a School Safety Plan which is available at the principal's office.

Nondiscrimination Notice

The Huntington Beach Union High School District does not discriminate on the basis of age, ethnic group identification, religion, sex, gender, color, race, ancestry, national origin, sexual orientation, physical disability, or mental disability in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color and national origin), Title IX of the Education Amendments of 1972 (pertaining to sex), Section 504 of the Rehabilitation Act of 1973 (pertaining to disability), and the Age Discrimination Act of 1975 (pertaining to age). This nondiscrimination policy covers admission and access to, and treatment and employment in, the District's programs and activities, including vocational education. Inquiries regarding the equal opportunity policies, the filing of complaints, or to request a copy of the complaint procedures may be directed to:

Assistant Superintendent, 5832 Bolsa Avenue, Huntington Beach, CA 92649, phone: 714-903-7000

Uniform Complaint Procedures

The Huntington Beach Union High School District is primarily responsible for complying with state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with applicable state and federal laws and regulations and/or alleging discrimination, and seek to resolve those complaints in accordance with the procedures set out in sections 4600-4687 of the Title 5 Regulations and in accordance with the policies and procedures of the Governing Board. The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination based on age, actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, mental disability or physical disability or on the basis of persons association with a person or group with one or more of these actual or perceived characteristics in any program or activity that receives or benefits from state financial assistance.

The complainant has the right to appeal the HBUHSD decision to the California Department of Education by filing a written appeal within 15 days of receiving the HBUHSD decision. Complainants may pursue other remedies, including action before civil courts or other public agencies. Copies of the HBUHSD complaint procedures are available on the district website at www.hbuhd.org free of charge.

William Uniform Complaint Procedures

The district shall use the following procedures to investigate and resolve complaints when the complainant alleges that any of the following listed below have occurred.

(Education Code 35186)

1. Textbooks and instructional materials, where students, including English learners, do not have standards-aligned textbooks or instructional materials or district-adopted textbooks or other required instructional materials to use in class.
2. Teacher vacancy or misassignment, where there is not a teacher assigned to the class or the teacher does not possess the credentials or subject matter competency to teach the class.
3. Facilities, where a condition poses an emergency or urgent threat to the health or safety of the students or staff, or a school restroom has not been cleaned, maintained, or kept open.
4. High school exit examination intensive instruction and services for students, including English learners, who have not passed the exit exam by the end of grade 12 was not provided the opportunity to receive intensive instruction and services. (A student is entitled to two consecutive academic years of intensive interventions after their class graduates or until the student has passed both parts of the exam.)

For both, Uniform Complaints and Williams Complaints forms are available at your high school or at www.hbuhd.org.

Questions or complaints should be directed to: Assistant Superintendent of Educational Services, Huntington Beach Union High School District, 5832 Bolsa Avenue, Huntington Beach, CA 92649, Phone: (714) 903-7000 x 4401

Complaints Concerning Employees

Complaints against school personnel should be made directly to the person against whom the complaint is lodged. If the complaint is not resolved at this level, the complaint should be put in writing and directed to the employee's immediate supervisor or the Principal. Every effort will be made to solve the complaint at the earliest possible stage. Failure to put the complaint in writing will be considered by the district as a dropping of the complaint.

Sexual Harassment Complaints

The District will not tolerate the sexual harassment of any student or employee by any other student or any district employee. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action. The Board encourages students or staff to immediately report incidences of sexual harassment to the principal or designee. The Superintendent or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person.

The district acknowledges and respects student and employee rights to privacy. Complaints of any nature shall be investigated in a manner that protects the confidentiality of the parties and the facts. Retaliation in any form for the filing of a complaint, the reporting of discrimination or harassment, or participation in the complaint procedure is strictly forbidden. Inquiries regarding Federal laws and regulations concerning nondiscrimination in education or the District's compliance with those provisions may also be directed to:

Office for Civil Rights, U.S. Department of Education, 221 Main Street, Suite 1020, San Francisco, California 94105

HUNTINGTON BEACH UNION HIGH SCHOOL CALENDAR
SCHOOL CALENDAR 2010-2011

FIRST DAY OF SCHOOL (Wed).....	SEPTEMBER 1, 2010
LAST DAY OF FIRST SEMESTER (Fri).....	JANUARY 28, 2011
FIRST DAY OF SECOND SEMESTER (Tues).....	FEBRUARY 1, 2011
LAST DAY OF SCHOOL (Fri).....	JUNE 17, 2011

SCHOOL HOLIDAYS

<u>Legal/Local Holidays</u>	<u>No School</u>
Independence Day (Mon)	July 5, 2010
Labor Day (Mon)	September 6, 2010
Veterans' Day (Thurs)	November 11, 2010
Thanksgiving Recess (5 days)	November 22-26, 2010
Winter Recess (10 days)	December 20-31, 2010
King's Birthday (Mon)	January 17, 2011
Lincoln's Birthday (Mon)	February 14, 2011
Washington's Birthday (Mon)	February 21, 2011
Spring Recess (5 days prior to Easter Sunday, April 24)	April 18-22, 2011
Memorial Day (Mon)	May 30, 2011

NUMBER OF DAYS SCHOOL WILL BE IN SESSION

<u>Calendar</u>	<u>School</u>	<u>School Months</u>
<u>Months</u>	<u>Days</u>	
September	21	1. September 1 – October 1
October	21	2. October 4 – October 29
November	15	3. November 1 – November 26
December	13	4. November 29 – January 7
January	19	5. January 10 – February 4
February	18	6. February 7 – March 4
March	23	7. March 7 – April 1
April	16	8. April 4 – April 29
May	21	9. May 2 – May 27
June	<u>13</u>	10. May 30 – June 17
	180	

	<u>Quarters</u>	<u>Days</u>
1.	September 1, 2010 – October 30, 2010 (9 wks)	42
2.	November 1, 2010 – January 28, 2011 (10 wks)	48
3.	January 31, 2011 – April 1, 2011 (9 wks)	42
4.	April 4, 2011 – June 17, 2011 (10 wks)	48

STUDENT ATTENDANCE REVIEW BOARD (SARB)

We are active participants in the Truancy Response Project (TRP) which is a collaborative project including the Deputy District Attorney, law enforcement, the probation department and community services.

The Huntington Beach Union High School District takes attendance very seriously. State law requires students to be in school and in all classes every day. **School attendance is mandatory until age 18, graduation, or passing the CHSPE or the GED.** We want to avoid all unnecessary absences that reduce district resources and limit your student's opportunity to learn. You may not know:

- Students who miss too much school are more likely to fall behind in their schoolwork and have lower grades, are more likely to do poorly on tests, are more likely to commit crimes and are more likely to drop out.
- Students generally miss no more than five days a year due to illness or medical appointments. The California Department of Health considers 10 or more absences in a school year due to illness or health reasons is excessive.
- Written verification from a health care practitioner that your student could not be in school on the days absent is required if your student misses more than 14 days of school for health reasons in a given school year.
- Students are considered **TRUANT** upon the third unexcused absence and/or tardy of 30 minutes or more to school or to class. Students are considered **HABITUALLY TRUANT** upon the fourth unexcused period absence and/or tardy of 30 minutes or more.
- Contacting the school **DOES NOT** automatically excuse a student's absence. Under California law, parents do not excuse absences - only school or district personnel are authorized to determine whether a student's absence is excused under the law. Absences due to Parent Request are considered unexcused under the law and district policy.
- Each school in our district has a process in place to deal with excessive absences, tardies, and/or truanancies.

WHAT HAPPENS IF YOUR STUDENT IS TRUANT?

- If your student has three unexcused full-day or period absences or tardies in excess of 30-minutes, he or she will be classified as a truant and his/her attendance will be closely monitored.
- Upon the third unexcused absence or tardy in excess of 30 minutes, you will start receiving written notifications from the district or the school of the need to correct the problem, regardless of whether you have notified the school or know where your student is.
- Continued truanancies and/or tardiness will result in disciplinary action, including, but not limited to, parent conferences, detention, behavior contracts, and Saturday School.
- If attendance issues are not resolved at the school site, students and parents will be required to appear before the School Attendance Review Board (SARB) to address the issue. Failure to comply with SARB directives may result in your student's transfer to another school in the district, a referral to an alternative educational program outside the district, and/or a referral to the District Attorney's office for prosecution in court for violation of compulsory education law.

Each school manages the SARB process through an assistant principal and the attendance clerks. Families are encouraged to contact the school staff first to resolve any attendance problems students might have. Great attendance equals school success!

Acceptable Use Policy For Technology/Internet/Electronic Resources

The Huntington Beach Union High School District (HBUHSD) strongly believes in the educational value of technology and electronic services and recognizes the potential of such to support our curriculum and student learning. The use of technology and information systems is an educational privilege not a personal right.

Acceptable Use- All users of district computer related resources are expected to comply with the terms of this policy and the use of assigned accounts, the Internet, and electronic resources must be in support of educational research and the educational goals and objectives of the HBUHSD. Users of the district computer networks are responsible for their behavior and communications over those networks. Network storage areas may be treated like school lockers. Network managers may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should recognize that files stored on district computer systems are NOT private.

Within reason, freedom of speech and access to information will be honored. During school hours, teachers will guide students toward appropriate use of technology resource and the Internet. Outside of school, parents/guardians bear the same responsibility for such guidance as they exercise with information sources such as television, movies, and other potentially offensive media.

As outlined in Board policy and procedures on student rights and responsibilities (District Board Policies 5144.1 and 6162.7), copies of which are available in the school offices, activities not permitted include but are not limited to:

- Using another's password to login through that person's account, pretending to be another user or forging an e-mail to make it appear as if it came from somewhere or someone other than the actual source.
- Posting anonymous messages or using fake names.
- Using obscene language.
- Harassing, insulting, or attacking others.
- Sending or displaying offensive messages or pictures.
- Intentionally visiting pornographic, racist or otherwise objectionable Web sites.
- Sending threats of violence toward persons or property.
- Intentionally wasting limited resources.
- Using any type of online chat or instant messaging outside of a sanctioned educational lesson.
- Trespassing in or vandalizing the data or files of another user.
- Violating copyright laws, or material protected by trade secret.
- Using the computer system or network for commercial purposes, personal business, or for religious or political lobbying.
- Damaging, degrading or disrupting computer hardware, networks or system performance.
- Uploading or creating computer viruses.
- The downloading, installation or execution of any unauthorized programs.
- Duplicating, distributing or using illegal software.
- Using the network to access peer-to-peer file sharing networks such as Kazaa, Limewire, Audio Galaxy and Morpheus.

Legal Issues- It is a felony to maliciously access, alter, delete, damage, or destroy any computer system, computer network, computer program, or data. Penalties include: restitution for damages, fines up to \$5,000 and/or imprisonment in the state prison for up to three years or the county jail for up to one year. Users committing acts of this kind will face disciplinary action by the school and legal action by the authorities. The user will be punished to the full extent of the law.

Plagiarism- Plagiarism is "taking ideas or writings from another person and offering them as your own." Cutting and pasting ideas into a document from electronic sources is very easy to do, but could be unethical and illegal. When using someone else's work, be sure that the author is given credit. Users will face disciplinary action for academic dishonesty as listed in the Academic Honor Code.

Network Etiquette- Computer users are expected to abide by the generally accepted rules of network etiquette. Users should be polite and use appropriate language. Users should not reveal home addresses or personal phone numbers or similar identifications about themselves, fellow students or teachers. Users should not forward personal communication without the author's prior consent.

Security- If a user identifies a security problem, a teacher or supervising staff member should be notified at once. Any user identified as a security risk may be denied access to the technology/information system.

Enforcement of Policy- In accordance with the federal Children's Internet Protection Act, the district uses a technology protection measure which blocks or filters Internet access to block access to some Internet sites that are not in accordance with the Acceptable Use Policy. A district staff member may request Information Services staff to override the technology in order for a student or staff member to access a site with legitimate educational value that is wrongly blocked by the technology protection measure which blocks or filters Internet Access. District staff will monitor students' use of the Internet through either direct supervision, or by monitoring Internet use history, to ensure enforcement of the policy. It may be necessary for authorized personnel to immediately suspend a users access to all district computing resources for violations of this policy, pending final resolution by the appropriate disciplinary body.

Privacy Policy- The HBUHSD respects the electronic privacy of all users and all student files on HBUHSD computer systems are considered "educational records" under the Family Educational Rights and Privacy Act of 1974 (Title 20 U.S.C. section 1232[g]). However, the district may monitor and review users' information to ensure that all materials are in compliance with district policies. In addition, the district reserves the right to disclose any electronic files or message to law enforcement officials, and under some circumstances, may be required to disclose information to third parties, for example, in response to a public records request.

Consent and Waiver- HBUHSD makes no warranties and assumes no responsibilities for:

1. The content of any advice or information received by a student from a source outside the district, or any costs or charges incurred as a result of seeing or accepting such advice;
2. Any costs, liability or damages caused by the way the student chooses to use his/her district network access;
3. Any consequences of service interruptions or changes.
4. The accuracy of information obtained through its services.

Parents/Guardians: If you do NOT want your student to have access to the Internet, you must notify the school in writing within 30 calendar days of receipt of written notification, which will be distributed each year.

Notification of Pesticide Use

In accordance with the Healthy Schools Act of 2000, the Huntington Beach Union High School District is committed to providing parents and guardians of students' information regarding the application of pesticides throughout our schools and facilities. Below is a list of pesticide products that may be applied for the 2010-2011 school year.

NAME OF PRODUCT	ACTIVE INGREDIENT(S)
Advance	Abamectin
Amdro	Abamectin
Avert	Abamectin
Avitrol	Aminopyridine
Baygon Granules	Methylcarbamate
BP 100	Pyrethrins
BP 300	Pyrethrins
Bora-Care	Disodium Octaborate Tetrahydrate
Conrac	Bromadiolone
Cynoff WP	Cypermethrin
Delta Dust	Deltamethrin
Distance	Pyriproxyfen
Diphacinone .005 %	Diphacinone
Fluorguard	Sulfluramid
Fumitoxin	Aluminum Phosphide (55.0%)
Gentrol IGR	(S)-Hydroprene
Gentrol Point Source	(S)-Hydroprene
Intruder	Cyfluthrin
Invader HPX 20	Propoxur
Maxforce roach bait gel	Fipronil
Maxforce FC ant bait station	Fipronil
Maxforce fire ant killer bait	Hydramethylon
Maxforce FC roach bait stations	Fipronil
Merit 75WP	Imidacloprid
MF Ant Granules	Hydramethylon
MF Ant Stations	Fipronil
MF Roach Gel	Hydramethylon
MF Roach Stations	Fipronil
M-Pede	Potassium Oleate
Orthene Crack & Crevice	Acephate 1%
Orthene PCO Pellets	Acephate (94.5-99.1)
Orthene PCO Formula II	Acephate (96.0%)
P.I. Contact Insecticide	Pyrethrins
Precor 2000	Methoprene

Pre-Empt	Imidacloprid
Purge III	Pyrethrins
Roundup	Glyphosate
Siege	Hydramethylnon
Suspend SC	Deltamethrin
Talon G	Brodifacoum
Talstar	Bifenthrin
Talstar CA Granular	Bifenthrin
Talstar Professional	Bifenthrin
Tempo	Cynano
Tempo 20WP	Cyfluthrin
Tempo SC Ultra	Beta-Cyfluthrin
Termidor SC	Fipronil
Timbor	Disodium Octaborate Tetrahydrate
Wasp Freeze	Allethrin
Wilco Ground Squirrel Bait	Chlorophacinone
Zinc Phosphide 1%	Zinc Phosphide

We do not anticipate using any pesticide product that does not appear on the above list. If any product that does not appear on the above list is to be used, we will contact you 72 hours prior to application to inform you of its use. In the event an emergency condition occurs that requires the application of pesticides, we will make every effort to notify you of such applications. You may register with our School Administrators, if you wish to receive notification of individual pesticide applications. Registered persons will be notified of individual applications at least 72 hours prior to application. This notification will include the names of products used, the active ingredient(s) and the intended date of application.

The Huntington Beach Union High School District will only use pesticide products approved and registered by the United States Environmental Protection Agency. If you wish to obtain any further information regarding pesticides you may contact the California Department of Pesticide Regulation at www.cdpr.ca.gov.

If you have questions regarding student health issues related to these pesticides, please contact the school nurse or the Risk Management office at the District Office.

If you have questions regarding school maintenance, please contact the Chief Facilities Official at the District Office.

Educational Planning Guide

High School Resources

To Find Out About	Contact
Advanced Placement Exams	AP Teacher
Alternative Education enrollment (transfer).....	Home School Assistant Principal
Athletic team tryouts	Athletic Director/Activities Office
Attendance.....	Attendance Office
California High School Exit Exam (CAHSEE)	School Counselor
California High School Proficiency Test (Applications)	College/Career Specialist
California Scholarship Federation.....	CSF Advisor
Change of address/phone/guardian.....	Guidance Specialist
Clubs on campus	Activities Office
College admission information/applications.....	College/Career Specialist/School Counselor
College entrance exams (ACT/SAT).....	College/Career Specialist
Counseling and Crisis Intervention	Student Support Specialist/School Psychologist/ School Counselor
Credit Makeup - Adult School	School Counselor/Guidance Specialist
Discipline.....	Assistant Principal
Enrollment.....	Guidance Specialist
Foreign Exchange Programs	Director, Pupil Personnel Services
Grading	Teacher/Asst. Principal
Graduation status.....	Guidance Specialist/School Counselor
Health services	Health Office
Home teacher services	School Nurse
Parking permit.....	Assistant Principal
Permission to leave campus early	Attendance Office
Permission to visit campus	Assistant Principal
Progress in class.....	Teacher
Progress reports (4-1/2, 9, 12 and 18 week mailed reports to parent)	Registrar
Registration/course selection.....	Guidance Specialist
ROP enrollment	ROP Career Specialist
Scholarships/Financial Aid (college)	College/Career Specialist
Special Education services	Assistant Principal/Guidance
Test scores (high school).....	Registrar
Transcript copies.....	Registrar
Withdrawal from school.....	Guidance Specialist
Work permit.....	College/Career Center/Switchboard

HBUHSD Graduation Requirements

1. Total credits required: 220

Including 160 credits from required courses students may earn a maximum of 40 credits per semester

2. Courses required: (One year = 10 credits)

		Credits	Completed	Needed
English*	4 yrs.	40	_____	_____
World History	1 yr.	10	_____	_____
U. S. History	1 yr.	10	_____	_____
U. S. Government	1/2 yr.	5	_____	_____
Economics	1/2 yr.	5	_____	_____
Advanced Math (Algebra** or above)	1 yr.	10	_____	_____
Mathematics	2 yrs.	20	_____	_____
Physical Science	1 yr.	10	_____	_____
Life Science	1 yr.	10	_____	_____
Health (9th gr.)	1/2 yr.	5	_____	_____
Physical Education	2 yrs.	20	_____	_____
Visual & Performing Arts and/or Foreign Language and/or Applied Curriculum (One year must be in EITHER Foreign Language OR Visual & Performing Arts)	1 1/2 yrs.	15	_____	_____

3. Complete four years of high school

4. Pass the California High School Exit Exam (CAHSEE)

* Students shall be enrolled in English each semester in high school regardless of total credits earned

** One year of math must be completed in the junior or senior year; successful completion of Algebra I is a State Education Code requirement.

Commencement Recognition Board Policy 5127 change for 2010-2011

The school Valedictorian is based upon the highest 7th semester cumulative 9-12 GPA. The salutatorian is the 2nd ranked student based on cumulative GPA. Class rank first appears on the transcript following the junior year. **Valedictorian and Salutatorian will remain in place only for Class of 2011 and for Class of 2012. Beginning with the Class of 2013, the Valedictorian and Salutatorian will be replaced with Summa Cum Laude and Magna Cum Laude.**

Starting with the Class of 2011, the HBUHSD will implement a new form of honor designed to recognize more students than the Valedictorian and Salutatorian. At graduation students will be honored as **Summa Cum Laude with a cumulative 7th semester GPA of 4.40+ and Magna Cum Laude with a 7th semester cumulative GPA of 4.00 - 4.39**. This honor is being phased in to replace the traditional Valedictorian and Salutatorian.

The following academic recognition programs will remain in place as traditionally prescribed:

- **Scholars with Distinction**
- **Scholars with Honors**
- **Scholars with Expertise**
- **STAR Achievers**
- **CSF Sealbearers**

Developing an Educational Plan

Notice that all diploma course requirements are included within the sample educational plans. If a required course is not completed during the suggested grade level, be sure to include the course requirement at another grade level. Use a pencil to fill out your educational plan. Review your educational plan each semester and compare it with the "needs" column on your official 9-12 transcript. Be sure you keep on track for your diploma.

As you are developing your educational plan, remember that one of the most important factors for college admission, college major eligibility, and/or future career goals is the strength/level of academics completed in high school.

Check college websites and your high school College/Career Center information area for admission requirements for specific colleges or universities and/or for high school course prerequisites to intended major or career field.

Educational Plan

This sample educational plan lists all minimum diploma requirements.
Passing both the English and math parts of the CAHSEE are required for a high school diploma.

State law requires students attend school until graduation or age 18.

Per Board Policy, freshmen and sophomores must have a minimum of 6 classes on their schedules; juniors and seniors must have a minimum of 5 classes on their schedules.

Grade 9	6 classes - 60 credits	English P.E. Physical Science Algebra Health / Elective _____
Grade 10	6 classes - 60 credits	English World History Math Life Science P.E. _____
Grade 11	5 classes - 50 credits	English U.S. History V/P Arts or For. Lang. Math or Elective _____
Grade 12	5 classes - 50 credits	English Government/Economics V/P Arts/F. Lang./A. Curr. Math or Elective _____
Total: 220 credits		

Develop Your 4 Year Ed Plan:

9th **6 classes**

10th **6 classes**

11th **5 classes**

12th **5 classes**

Sample Educational Plans

These examples may be modified to meet specific career or education goals

Grade	Scholar with Expertise	Scholar with Honors	Scholar with Distinction**
9	English 1 P.E. Physical Science Algebra 1 or Basic Algebra Visual/Performing Arts Expertise Area Elective Health	English 1 P.E. Physical Science Algebra 1 Foreign Language 1 Visual/Performing Arts Health	English 1 Honors P.E. Lab Science - Biology Geometry Foreign Language 2 Visual/Performing Arts Health
10	English 2 World History Lab Science - Biology Geometry Expertise Area Elective P.E.	English 2 World History Geometry Lab Science - Biology Foreign Language 2 P.E.	English 2 Honors World History Algebra 2/Trigonometry Lab Science - Chemistry Foreign Language 3 P.E.
11	CP English 3 U.S. History Algebra 2 Foreign Language 1 Expertise Area Elective	CP English 3 U.S. History Algebra 2 Lab Science - Chemistry Foreign Language 3	English 3 Honors AP U.S. History Precalculus Lab Science - Physics AP Foreign Language 4
12	CP English 4 Government/Economics Foreign Language 2 Expertise Area Elective Expertise Area Elective	CP English 4 Government/Economics Precalculus Elective Elective	AP English 4 Government/Economics AP Calculus Elective Elective

Grade	STAR Certificate	California State University	University of California
9	English P.E. Physical Science Algebra Career Elective Health/Elective	English 1 P.E. Physical Science Algebra 1 or Basic Algebra Visual/Performing Arts Health/Elective	English 1 P.E. Lab Science - Biology Algebra 1 Foreign Language 1 Visual/Performing Arts Health
10	English World History Life Science Math P.E. Elective	English 2 World History Geometry Foreign Language 1 Lab Science - Biology P.E.	English 2 World History Geometry Lab Science - Chemistry Foreign Language 2 P.E.
11	English U.S. History V/P Arts or Foreign Language Math Career Elective	CP English 3 U.S. History Algebra 2 Foreign Language 2 Elective	CP English 3 U.S. History Algebra 2 Lab Science - Physics Foreign Language 3
12	English Government/Economics Career Elective Career Elective Career Elective	CP English 4 Government/Economics Lab Science Elective Elective	CP English 4 Government/Economics Elective Academic Elective Elective

Academic Recognition Program - Required Course of Study

Required	Scholar with Expertise	Scholar with Honors	Scholar with Distinction
1. GPA Criteria	“Overall GPA” of 3.0+ (all courses in gr. 9 - 12)	“Overall GPA” of 3.0+ (all courses in gr. 9 - 12)	“A-E, G” GPA of 3.6+ (academic GPA in gr. 10 - 12)
2. Letter Grade	Earn a grade of C or better in all “a-e” courses plus Economics	Earn a grade of C or better in all “a-e” courses plus Economics	Earn a grade of C or better in all “a-e” courses plus Economics
3. Character	Academic Honesty	Academic Honesty	Academic Honesty
4. Courses			
Foreign Lang.	2 years (same language)	3 years (same language)	3 years (same language)
Adv. Math	3 years (include Geom. and Algebra 2)	4 years (4th year level is one year beyond Algebra 2/ Trig.***)	4 years (4th year level is one year beyond Algebra 2/ Trig.****)
Lab Science	1 year (from university approved list*) Note: Both CSU and UC require 2 years of lab science; CSU requires both life and physical science	2 years (including 1 year from these four lab courses: Biology**, Chemistry, Physics**, Physiology; and any 2nd year from UC list*)	3 years (including 2 years from these three lab courses: Biology**, Chemistry, or Physics**; and any 3rd year from UC list*)
5. Additional	Concentration Area Three years (6 semesters) with grades of B or better from one of these areas: 1. Agriculture 2. Athletics 3. Business/Computers 4. Family/Consumer St. 5. Industrial Technology 6. Leadership 7. Performing Arts 8. Visual Arts 9. Approved Career Focus 10. MUN 11. CIBACS		AP Courses - 4 Years (choice of 4 yearlong courses; may also fulfill all or part of above prescribed math, foreign language, lab science course requirements) AP English 3, 4 AP Calculus AP Statistics AP U.S. History AP Eur. Hist./AP World Hist. AP Foreign Language 4, 5 AP Biology AP Chemistry AP Physics AP Environmental Science AP U.S. Govt./AP Economics AP Art History AP Studio Art AP Music AP Psychology AP Computer Science
Scholars must also complete all diploma requirements			

* Refer to high school list of college prep courses on page 8 or on the web at <https://doorways.ucop.edu/list>

** Option: 2 years (Biology and Physics) may be fulfilled by Integrated Science 2 and 3

*** Must complete one year: Trig./Prob. Statistics, Precalculus, Precalculus Honors, AP Calculus, or AP Statistics; math sequence requires Algebra 1, Geometry, or higher math in ninth grade

**** Must complete one year: Precalculus, Precalculus Honors, AP Calculus, or AP Statistics; math sequence requires Algebra 1, Geometry, or higher math in ninth grade.

Frequently Asked Questions: Academic Recognition Program

- Q. Is a grade of C or better in all required courses necessary to be a candidate for any of the three Scholars Programs?**
- A. Yes. If a student earns a grade of D or F in a required course, it must be repeated to earn a grade of C or better. Most students will repeat the course through Adult Education enrollment when available. If a student earns a low grade in a college prep course completed *in addition* to the specific subject requirements (such as a 4th year of lab science), it will not affect candidacy for the Scholar program.
- Q. As I entered my senior year, I dropped from candidacy as Scholar with Distinction to Scholar with Honors, which I found was due to my deficiency in the number of completed AP courses. I have completed one AP course and am taking three additional AP courses as a senior. Why am I not considered a Scholar with Distinction as an entering senior since I have three AP courses in progress?**
- A. The transcript evaluation of scholar candidacy each semester includes automatic measurement of the probable completion of 4 years of AP by June of the senior year. If a student completes 2 years of AP with a grade of C or better by the end of the junior year, the student is considered to be making typical progress towards the completion of the Scholar with Distinction program. In this example, the student taking three AP courses in the senior year will result in the shift back to candidacy for Scholar with Distinction when the senior AP grades of C or better appear on the midyear transcript.
- Q. I did not take a college prep level English course for one year. May the four-year college prep English requirement for Scholar recognition be waived?**
- A. No. If a student is missing one or more semesters of college prep English, the deficiency may be made up by completing the required English credit through Adult School to become qualified.
- Q. I transferred into the HBUHSD as a senior and did not take any lab science at my prior school. Since I did not take the courses required for the Academic Recognition Program in my prior school, can the science requirement(s) be waived?**
- A. No. The recognition given to Scholars is in celebration of completing a rigorous curriculum. If all course/credit/GPA requirements are still incomplete by June of the senior year, a student will not be identified as a Scholar at commencement or on the final transcript.
- Q. The Scholar with Distinction program requires three years of lab science. Which lab science courses qualify for Scholar with Distinction?**
- A. Two of the three years of lab science must include Biology, Chemistry, or Physics. The third year can be selected from any UC-approved lab science course (refer to high school list of college prep courses on the web at <https://doorways.ucop.edu/list>).
- Q. I completed Spanish 1 in eighth grade. Do I need three years in high school?**
- A. No, but recommended. The three required years of foreign language are completed when a student earns a grade of C or better in both semesters of Spanish 3 in the sophomore year. The advantages of continuing in the language and completing AP Spanish 4 are related to better preparation in the language, college competition, as well as completing one of the yearlong AP courses in the Scholar with Distinction program.
- Q. If I get a D first semester and a C second semester, will the grade of C clear the grade deficiency?**
- A. No. Repeating the fall course at Adult Education is one way to make up grade deficiencies.
- Q. Does Algebra 2/Trig count for both one year of Algebra 2 and one semester of Trigonometry?**
- A. No. Both Algebra 2 and Algebra 2/Trig fulfill the one-year Algebra 2 requirement only.
- Q. If I finish Precalculus as a junior, do I have to have a senior year math to be a Scholar?**
- A. No, but you should consider that all universities expect two semesters of advanced math in the senior year.

The International Baccalaureate Program

www.ibo.org

International Baccalaureate (IB) is a magnet program at Ocean View High School. As a two-year, comprehensive and rigorous pre-university program, the IB Diploma Program provides one of the most respected secondary educations available. Successful IB candidates are typically granted advanced placement credit at the finest universities and colleges in the nation. Students who participate in the full diploma program are actively engaged in a liberal arts curriculum that includes:

- Curriculum containing six subject groups (see course sequencing below)
- Research paper (Extended Essay)
- Critical thinking class (Theory of Knowledge)
- Participation in extracurricular activities and community services (CAS)

The extended essay (limit 4,000 words) offers the opportunity to investigate a topic of individual interest and acquaints students with the independent research and writing skills expected at the university level. The Theory of Knowledge class is an interdisciplinary liberal studies course in critical thinking and applied philosophy, exploring the nature of knowledge across academic disciplines and encouraging an appreciation of other cultural perspectives. Participation in the CAS program encourages students to be involved in creative pursuits, physical activity, and community service work, fostering students' awareness and appreciation of life outside the academic arena.

International Baccalaureate Course Sequencing

Ninth Grade (Pre-IB)	Tenth Grade (Pre-IB)	Eleventh Grade (IB)	Twelfth Grade (IB)
Honors English	Honors English	IB/AP English	IB/AP English
Honors Geography	AP World History	IB/AP US History*	IB World History*
Geometry or Algebra 1	Algebra 2/Trig. or Geometry	IB Precalculus/ Probability & Statistics or Algebra 2/Trig.	IB/AP Calculus or IB Precalculus/ Probability & Statistics
Honors Biology	Honors Chemistry	IB/AP Physics	IB/AP Biology
Foreign Language 1 or Foreign Lang. 2	Foreign Language 2 or Foreign Lang. 3	Foreign Language 3 or IB/AP Foreign Language 4	IB/AP Foreign Language 4 or an elective
PE / Athletics	PE / Athletics	IB Visual Arts	IB Theory of Knowledge

* US Government and Economics are required for the HBUHSD diploma. IB/AP US History and IB World History fulfill the US Government requirement. Economics, however, must be taken at a community college or at Adult School.

For additional information about the International Baccalaureate Diploma Program, see:

- International Baccalaureate Organization: <http://www.ibo.org>
- California Department of Education: <http://www.cde.ca.gov/ci/gs/ps/ibgen.asp>

The Advanced Placement Program

www.collegeboard.com

An Overview

The goal of the Advanced Placement (AP) Program is to provide opportunity for students to rise to college-level challenges in high school, receive both high school and college credit for their accomplishments, and enter higher education well prepared for its academic demands.

AP opens a world of possibility and opportunity for students realizing that succeeding in this time of rapid change and global complexity means challenging themselves intellectually and personally with the rigor AP courses have to offer.

Results of a longitudinal study of AP students' performance conducted at the University of California reaffirm the findings of other surveys conducted over the Program's lifetime: *college students who took AP courses in high school consistently outperformed non-AP college students academically both in the next course and over the long term.*

Those students who choose AP courses join a community of other students and educators who are passionate, curious and committed to academic excellence. In the classroom, students engage in intense discussions, solve problems collaboratively and learn to write persuasively. Curriculum for AP courses is standardized on a national level.

Students can sign up to take any AP exam offered in May of each year. It is well advised that students study the content within the course during the school year. While 30 Advanced Placement exams now exist, the HBUHSD offers most of them at our six comprehensive high schools. See the Exam Schedule below for the 2011 Advanced Placement Program.

Advanced Placement Exam Schedule – May 2011 It is the responsibility of the AP student to register/pay AP fee by February/March deadline Date and time of AP Exams are set by the College Board Educational Testing Service		
Day/Date	Morning	Afternoon
Monday, May 2	AP Chemistry	AP Psychology
Tuesday, May 3	AP Environmental Science	AP Art History
Wednesday, May 4	AP Computer Science A	AP Chinese Lang. & Culture
Thursday, May 5	AP Spanish Language	AP Japanese Lang. & Culture
Friday, May 6	AP Calculus A/B, B/C	AP Latin: Vergil
Monday, May 9	AP English Literature & Composition	AP European History
Tuesday, May 10	AP German Language	AP Studio Art (portfolios due)
Wednesday, May 11	AP United States History	AP Physics B, C: Mechanics, C: Electricity & Magnetism
Thursday, May 12	AP Biology	AP Comparative Govt. & Politics
Friday, May 13	AP Music Theory	AP French Language
	AP United States Government & Politics	AP Statistics
	AP English Language & Composition	AP Microeconomics
	AP Macroeconomics	
	AP World History	
	AP Human Geography	
	AP Spanish Literature	

Advanced Placement Exams and College Credit

Advanced Placement Exams are administered to registered students in AP courses in the month of May each school year. Students generally decide if they will take the Advanced Placement exam by January in collaboration with their AP teacher. There is a fee of \$86 to take the exam, however, a fee waiver process is in place for qualifying students.

There are more advantages of taking the AP exam than disadvantages. College admissions offices generally look favorably on students who attempt the exam whether or not they pass the exam with a score of 3 or higher. A college admissions officer sees that a student challenged themselves by taking a rigorous course and completed that challenge by taking the difficult cumulative exam in May.

More than 32,000 colleges including the 4 year universities and community colleges, will use passing scores on an AP exam to be credited towards some lower division subject college units. It is best to research each college separately to find out which lower division subjects may be granted lower division units once the student is enrolled in the college of choice. In some instances such as in science, a score of 4 or 5 may be required to earn college units. A helpful website to analyze this process is www.collegeboard.com, under the Student Section, click on "AP" and under the Tools on the left hand side click on "AP Credit Policy Info."

The College Board did a study in 2008 and found that students that took an AP Exam had a 62% higher rate of graduating in four years than those who did not, which was a cost savings of \$8,000 to \$18,000 (depending on college cost).

Advanced Placement Awards

Students receive international, national, state or local recognition from the College Board based upon the total number of AP Exams completed with scores of 3, 4 or 5 (AP score range = 1 - 5). Of the more than 1,600,000 students who took AP Examinations in 2009, approximately 15% performed at a sufficiently high level to merit such recognition.

	Number
AP State Scholars (Top male/female in each state/D.C.)	109
AP National Scholars (8+ AP exams; AP exam average grade of 4+)	13,185
Total National Advanced Placement Scholar Awards	
AP Scholar with Distinction (5+ AP exams; AP exam average grade of 3.5+)	90,635
AP Scholar with Honors (4+ AP exams; AP exam average grade of 3.25+)	64,202
AP Scholar (3+ AP exams with scores of 3, 4 or 5)	154,104
Total International Advanced Placement Scholar Awards	
AP International Diploma (Meets AP Diploma criteria/makes application to college[s] overseas)	127
AP International Scholar (Top male/female in American International Schools)	2
Huntington Beach Union High School District Advanced Placement Scholar Awards	
National AP Scholar (8+ AP exams; AP exam average grade of 4+)	38
AP Scholar with Distinction (5+ AP exams; AP exam average grade of 3.5+)	201
AP Scholar with Honors (4+ AP exams; AP exam average grade of 3.25+)	108
AP Scholar (3+ AP exams with scores of 3, 4 or 5)	286

The University of California and California State University "A-G" Subject Requirements

Use your most recent transcript and the UC approved list of courses to track your completion of the 15 required courses for freshman UC/CSU admission. University approved course lists are available at <https://doorways.ucop.edu/list> and in your high school Career Center. Your College and Career Specialist in the Career Center is there to help in your college admission planning, and is also the resident expert in the admission test requirements. **Use the web to determine the latest changes in CSU and/or UC admission policies.**

Meeting minimum requirements may not result in admission to some campuses and college majors. If the number of students who apply to a university for admission exceeds the spaces available for a particular campus or major, the campus will look for students who completed more than the minimum subject requirements. Qualified students are strongly encouraged to take coursework at the Honors and/or Advanced Placement course level(s) in high school. Preferred minimum preparation for many major fields of study: 4th/5th level of math (incl. Pre-calculus or AP Calculus or AP Statistics), 3 years lab science (Biology, Chemistry and Physics), and at least 3 years foreign language.

All courses must be completed with a grade of C or better each semester

Minimum Subject Requirements: "A-G pattern" 7 of the 15 required courses must be completed as a Jr./Sr.	7*	8*	9	10	11	12
	Enter Semester Grades Below					
a. U.S. History - 1 year World History (or AP European History) - 1 year						
b. College Prep English 4 years; AP highly recommended						
c. Advanced Math (Alg. 1, Geometry and Alg. 2 [or Alg. 2/Trig]) 3 years required; 4+ years recommended						
d. Laboratory Science (from biology, chemistry, physics) 2 years** required; 3+ years recommended						
e. World Language (same language) 2 years required; 3+ years recommended						
f. Visual or Performing Arts*** (one yearlong course)						
g. Advanced Course/Academic Elective One additional year approved academic elective 1. Advanced Math - 4th, 5th year(s) or 2. World Language - 3rd, 4th, 5th year(s) or 3. Lab Science - 3rd, 4th, 5th year(s) or 4. Social Science - Government, Economics, Psychology, etc. or 5. Visual/Performing Arts						
	<i>Broaden your admission options: Continue to enroll in academic areas even when the 15 minimum UC/CSU subject requirements are completed.</i>					

* 7th and 8th grade courses in Math and World Language do count in the required subject pattern for college admissions. However, the credits are not counted towards the high school diploma.

** One year of lab science may be completed in grade 9; CSU requires both biological and physical science.

*** Refer to your school's UC approved course list for VPA courses offered at your school (doorways.ucop.edu/list). A one-semester community college VPA course will also meet the one year CSU/UC admission requirement and earn transferable degree credit. Community college credit may not be used toward a diploma. The community college list may be viewed at www.assist.org.

College Admission Requirements

	Enrollment Fees/Tuition	Tests Required	Subjects Required	Minimum Eligibility Index (Tests/GPA: the higher the GPA, the lower the qualifying test score)
Community Colleges	\$800+ year	Placement Tests	None*	No Index (Age 18 or graduate)
Independent Colleges	\$8,000 - 38,000	ACT or SAT Reasoning	Vary*	Vary - Refer to www.aiccu.edu
CSU System	\$4,850+ year**	ACT or SAT Reasoning	"a-g"	Refer to www.csumentor.edu/planning/high_school
UC System	\$9,285+ year**	ACT plus Writing or SAT Reasoning; and two SAT Subjects Tests	"a-g"	Refer to www.universityofcalifornia.edu/admissions/scholarshipreq

* "a-g" university approved pattern of college prep subjects recommended

** Approximate average fees; expect annual increases

College Admissions Deadlines

The University of California has a deadline of November 30th with NO exceptions. With no early admissions process, all student applications are reviewed at the same time. California State Universities (CSU's) open their applications on October 1st. The deadline for impacted campuses and majors is also November 30th.

For independent or private colleges, deadlines vary. Selective colleges usually have a deadline of December 31st. You may need to familiarize yourself with the early admissions programs. Several highly selective independent colleges allow students to apply early. These deadlines are referred to as Early Decision (ED), Early Action (EA) and Single Choice Early Action (SCEA). These forms of deadlines only benefit the top students who are clearly certain about where they would like to attend college. These methods of application could be binding with a typical deadline of November 1st.

Always check each college admissions deadline separately on their website. Trends in early admissions decisions change each year.

Impacted Majors Program

Some major programs are impacted, meaning there are limited openings for incoming students to enter the school with this major declared. In some cases, only top candidates will be offered admission to an impacted major. Students interested in an impacted major/campus must apply during the initial filing period of October through November for the following fall semester. Students are selected by supplementary admission criteria. Students applying to an impacted program should send applications to more than one campus to improve the probability of admission in the desired major. Ask your college/career specialist or CSU or UC admissions officer about any restrictions on dual applications.

For more information on impacted majors at the California State University campuses visit:
www.calstate.edu/AR/impactioninfo.shtml

For more information on impacted majors with the University of California campuses visit:
<http://eap.ucop.edu/Reciprocity/Undergraduate/formbook/0708/10-ImpactedMajorsTable.pdf>

Frequently Asked Questions - College Admission Requirements

Source: University of California (www.universityofcalifornia.edu/admissions)

Q. Where may I check my schools “a-g” approved course list?

A. The most up-to-date list is always at the UC website (<https://doorways.ucop.edu/list>).

Q. May I take a “credit/no credit” instead of receiving a letter grade in college prep courses?

A. No. According to HBUHSD, CSU, UC and NCAA policies, all requirements must be completed for a letter grade. The general expectation is that all grades are completed at a “C” or better.

Q. May I take a Visual & Performing Arts course through a community college to meet the VPA requirement?

A. Yes, as long as the course clearly falls into a music, dance, theatre, or visual arts area. Find out which courses are transferable to college at <http://www.assist.org>.

Q. I take private lessons in the arts. Will this private instruction take the place of a visual or performing arts course at the high school?

A. No. Private instruction may not be used to meet college admission requirements or to earn high school credit.

Q. Can language courses taken from a private language school be used to meet the foreign language “e” requirement for university admission?

A. No, since the courses are not on a high school “a-g” course list. If a student completes a language through private instruction, then the student may meet the UC subject area requirement by taking and receiving an acceptable score on a SAT Subject Test or an AP exam if available.

Students taking private language lessons are strongly encouraged by the HBUHSD to also take a second foreign language at the high school to broaden college options in situations when continuance in upper level language study in the college curriculum is a university degree requirement.

Q. Must students have one year-long course in the Visual/Performing Arts to meet the “f” requirement?

A. Yes. UC will not accept two semesters of VPA taken in two different areas, but may allow a year-long VPA to be taken in 2 separate semesters in different grade levels.

Q. If a community college course is UC transferable (e.g., English 101), may this course be used to also satisfy a UC admission requirement?

A. Yes. Usually a 3-unit college course equals one year of high school credit. If it is a transferable college course, the student will also receive Honors credit toward the high school “a-g” GPA for university admission purposes. For a list of transferable community college courses, go to the ASSIST website (www.assist.org).

Q. If a community college course is transferable to UC, does the community college course need to be reflected on the high school’s “a-g” course list?

A. No. Community college courses are entered into a separate section of the student’s university application form.

Q. Can courses taught through home schooling be used for UC admission eligibility and/or high school diploma credit?

A. No. Only WASC-accredited public or private schools may have a UC approved course list or have courses and credits transfer to schools in the HBUHSD.

Weighted Course Policies

Purpose: To encourage student enrollment in an academically rigorous pattern of coursework.

Students taking college-prep coursework beyond the minimum admission standards will:

- broaden university admission options and scholarship opportunities
- strengthen preparation for college admission exams
- develop strong academic skills
- have a higher probability of acceptance into competitive majors (i.e., architecture, business, computer science, engineering, nursing, etc.)

Huntington Beach Union High School District	University of California	California State University
Weighted course(s) may be completed in grades 9-12 . All honors courses have been approved by the HBUHSD.	Weighted course(s) must be completed in 10th, 11th or 12th grades . All honors courses must be approved by UC.	Weighted course(s) must be completed in 10th, 11th or 12th grades . All honors courses must be approved by UC.
Any number of available weighted courses may be used in combination with standard courses to determine high school GPA and class rank. The ranking is printed on the computerized transcript each semester of the senior year. Weighted course formula is used in computing all transcript GPA's: <ul style="list-style-type: none"> • 9-12 (including PE) • 10-12 (excluding PE) • A-G (10-12 college prep only) 	Up to 8 semesters of weighted courses may be used in combination with standard courses to fulfill the "A-G" subject requirements and "A-G" GPA. NOTE: Extended enrollment in foreign language, math and lab science is recommended/required for UC admission and/or by competitive majors but is not weighted in GPA unless completed at Honors/AP level(s). See UC certified course lists.	Up to 8 semesters of weighted courses may be used in combination with standard courses to fulfill the "A-G" subject requirements and "overall" GPA. NOTE: Extended enrollment in foreign language, math and lab science is recommended/required for competitive majors but is not weighted in GPA unless completed at Honors/AP level(s). See UC certified course lists.
High school GPA for commencement recognition and class rank is based upon all courses in grades 9-12 including P.E.	"A-G" GPA for UC admission is based upon only those courses meeting UC "A-G" subject requirements, grades 10-12 (ninth grade courses fulfill subject requirements only).	"Overall" GPA for CSU admission is based upon only those courses meeting "A-G" subject requirements, grades 10-12 (ninth grade courses fulfill subject requirements only).
Weighted Courses must be titled: <ul style="list-style-type: none"> • Honors (in title) • Advanced Placement (in title) • Intl. Baccalaureate (in title) 	Weighted Courses may be titled: <ul style="list-style-type: none"> • Honors (in title) • Advanced Placement (in title) • Intl. Baccalaureate (in title) 	Weighted Courses may be titled: <ul style="list-style-type: none"> • Honors (in title) • Advanced Placement (in title) • Intl. Baccalaureate (in title)
Formula - High School GPA: <ol style="list-style-type: none"> A. Compute # of grade points, all semesters (A=4, B=3, C=2, D=1, F=0), divide by the total # of courses. B. Multiply # of passed weighted courses by .2 and divide by the # of semesters completed. C. Add steps A and B to obtain weighted high school GPA. <p>This formula approximates one extra grade point per weighted course.</p>	Formula - "A-G" GPA: <ol style="list-style-type: none"> A. Multiply # of best grades (10-12) fulfilling "A-G" subject requirements by grade points. (A=4, B=3, C=2, D=1, F=0) B. Add one extra grade point for each weighted course completed with a grade of C or better. C. Divide total grade points by total grades to obtain weighted "A-G" GPA. 	Formula - "Overall" GPA: <ol style="list-style-type: none"> A. Multiply # of all "A-G" courses (10-12) by grade points. (A=4, B=3, C=2, D=1, F=0) B. Add one extra grade point for each weighted course completed with a grade of C or better. C. Divide total grade points by the total grades for weighted "Overall, 10-12" GPA.

Testing Timeline for College Prep Students

Grade Level	Month	Test
9th, 10th, 11th Be sure to take the STAR!	April	<ul style="list-style-type: none"> • STAR Exams: Norm referenced tests and California Standards Tests of academic subjects. <p><i>GSE exams are now merged into the STAR assessments. Student's scores in the academic areas of English, Advanced Math, History, and science will be used to determine recipients for the California Golden State Diploma.</i></p>
10th, 11th (University bound Scholars)	May June	<ul style="list-style-type: none"> • SAT Subject Tests (for UC): Take at the conclusion of an Advanced Placement course
10th, 11th, 12th (AP Enrolled)	May	<ul style="list-style-type: none"> • Advanced Placement Exams (Required by College Board AP Course Standards)
11th (National Merit Scholar Qualifying Test) (10th - If space available)	October	<ul style="list-style-type: none"> • PSAT/NMSQT (Optional; predicts SAT scores): Pay fee at high school financial office. PSAT given on high school campus. Grade 10: Does NOT count for National Merit Scholarship; must repeat PSAT in 11th grade.
11th Questions? Contact the College Specialist in your Career Center.	January February March April May June	<ul style="list-style-type: none"> • ACT and • SAT Reasoning Test <p><i>Send scores to colleges under consideration; scores will be saved and combined with your application. If you do not apply, then eventually your score is discarded. Your high school code for ACT/SAT is listed on page 15.</i></p>
12th "Make-Up/Retakes"	September October November December	<ul style="list-style-type: none"> • ACT • SAT Reasoning Test • SAT Subject Tests (optional)

- It is recommended to take all tests at least once by the end of the junior year. Seniors have October, November and December to retake any tests for a higher score. UC accepts test scores up to December of senior year. Impacted CSU's and early admission programs prefer October deadline of senior year.
- Pay ACT/SAT registration fees early at www.collegeboard.com at least 6 weeks before test date to ensure your choice of a testing location, usually a college campus. Late applicants may be redirected to another test site.
- ACT and SAT Reasoning Test are equivalent admission exams, accepted worldwide and offered on alternate Saturdays. Check with the college or university you would like to attend for their specific requirements. It is advisable to take both the ACT and the SAT Reasoning Test.
- It is NOT possible to take the SAT Reasoning and SAT Subject Tests the same month since tests are given at the same time. Take the SAT Subject Test in June since it is similar to a "final exam" in your current academic subjects.

Testing for College Admission

Online admission testing registration preferred: ACT.org and/or Collegeboard.com

Student Time Lines

Sophomores

- Take June SAT Subject Test(s) in area(s) related to any Advanced Placement courses, if UC bound.
- Honors level sophomores may take the PSAT if space is available. (Sophomores are not eligible to compete for National Merit Scholarships; retake as junior.)

Juniors

- Pay PSAT/NMSQT registration fee in October at your high school.
 - the PSAT is administered at a high school.
 - the PSAT is offered only in October.
 - PSAT scores are returned in December/January.
- PSAT/NMSQT scores may help juniors:
 - assess his/her ability to do college work.
 - predict his/her college entrance exam scores for the SAT Reasoning Test.
 - become familiar with format of SAT Reasoning Test.
 - enter the competition for scholarships awarded by the National Merit Scholarship Corporation.
 - participate in the College Board's Student Search Service which provides information about college and scholarship opportunities.
- Take the SAT Reasoning Test and/or ACT in January through June; ACT/SAT scores may be sent to college(s) under consideration when you enter appropriate college code numbers on all score report forms; colleges will "save" scores until student applies for admission.
- If you are considering UC application, take the June SAT Subject Test(s).

Seniors

- Register in August to take the ACT and/or SAT Reasoning Test in September or October if still needed.
- If both the ACT and SAT Reasoning Test are taken, or either test repeated, the highest total score will generally be used for college admission.
- All testing should be completed and scores sent by November or December if you are planning Fall application to UC, CSU, or competitive colleges. In some instances, October is your deadline (check specific college for information).
- Go online to send prior scores to any additional colleges to which you will be making application. The add form is also available in the Career Center.

Include the High School code when registering for all admission exams:

Edison	051218
Fountain Valley	050964
Huntington Beach	051220
Marina	051221
Ocean View	051224
Westminster	053739
Valley Vista	051223
Coast	051222

PSAT/NMSQT Test Dates

The Preliminary SAT/National Merit Scholarship Qualifying Test will be administered on one of the following dates selected by each high school:

- October 13, 2010 (Wednesday)
- October 16, 2010 (Saturday)

College Admission Test Dates

All tests are on Saturday morning. Register at least 6 weeks before test date by internet or by forms available in the Career Center.

Seniors: "make-up and/or retesting"

ACT	September	11	2010
SAT Reasoning	October	9	2010
SAT Subj. Test	October	9	2010
ACT	October	23	2010
SAT Reasoning	November	6	2010
SAT Subj. Test	November	6	2010
SAT Reasoning	December	4	2010
SAT Subj. Test	December	4	2010
ACT	December	11	2010

Juniors: send scores to colleges & H.S.

SAT Reasoning	January	22	2011
SAT Subj. Test	January	22	2011
ACT	February	12	2011
SAT Reasoning	March	12	2011
ACT	April	9	2011
SAT Reasoning	May	7	2011
SAT Subj. Test	May	7	2011
SAT Reasoning	June	4	2011
SAT Subj. Test	June	4	2011
ACT	June	11	2011

Note: The SAT Reas. and SAT Subj. Tests are given at the same time on the same date; students wishing to take both tests must register for **different test dates**.

The student and parent are responsible to request the testing organization(s) to send a copy of all test scores (ACT and SAT) directly to college(s). **Do not wait until "later".**

Test Requirements for College Admission

Students applying to impacted majors will be required to have higher GPAs/test scores; impacted major departments also require coursework beyond minimum "a-g" subject requirements.

System	Tests	GPA
Community Colleges	Math and English Placement Tests	Not Applicable
California State Universities	ACT or SAT Reasoning Test	Refer to www.csumentor.edu/planning/high_school/
University of California	ACT plus Writing or SAT Reasoning; <u>and</u> SAT Subject Tests (optional)	Refer to www.universityofcalifornia.edu/admissions/welcome.html
Independent Universities See Career Center for specific requirements	Usually ACT or SAT	Varies from 2.0 to 3.5+

Optional Mailing Lists

Many colleges distribute information to high school students by using selected mailing lists. When registering for college admission tests, a student may request that his/her name be made available to colleges and scholarship agencies. By using this option, students may receive literature from colleges interested in attracting students with certain qualifications.

Nearby Test Centers

SAT ACT

Long Beach City College CSU Long Beach
UC Irvine

Other test centers are listed in test registration booklet or through the registration process online.

Consider carefully that the SAT Reasoning Test is scored differently than the ACT:

- The ACT score is the total number of right answers (answer *all* questions)
- The SAT score is the total number of right answers MINUS a percentage penalty for wrong answers ("educated" guesses only or your score will be lowered)

Preparation for Testing

The soundest preparation for college admission testing includes:

- college prep English and advanced math classes *each semester* in high school
- reading for pleasure as well as for homework assignments
- independent study in academic areas

Begin review and study several weeks before the test. Take the full sample SAT available in the Career Center and at www.collegeboard.com. Other study guides are available from libraries and bookstores. Last day cramming will only leave you tired. Sample items for ACT: www.act.org.

Don't sit with your friends; awareness of others can hinder your performance. Bring a watch to keep track of the testing time; pace yourself. Don't spend too much time on any one question; skip it and then come back to it if you have time. If you answer about 40-60% correctly, you will receive at least an average score.

Test Preparation Workshops

PSAT/SAT prep workshops may help certain students develop test-taking skills, build self-confidence and review concepts.

- consider whether an increase in scores is likely to make a difference in college admission since the average gain in SAT section scores is 0-30 points over what would be expected from intellectual growth and practice
- workshops require considerable effort; cost approximately \$160-\$1000+

Test preparation workshops are available at each site. Please contact the College and Career Specialist at your school for more information.

NCAA College Freshman Eligibility Requirements

Sometimes issues involving NCAA eligibility may result in modifications of NCAA requirements. Check for updates of NCAA policies and current press releases on the NCAA homepage.

NCAA phone: 1-317-917-6222

Eligibility Center phone: 1-877-262-1492

NCAA Web: www.ncaa.org

Eligibility Center Web: www.eligibilitycenter.org

The National Collegiate Athletic Association (NCAA) is an athletic governing body for approximately 800 colleges and universities. Verification of academic preparation in high school is required for Division One and Division Two college athletes. The NCAA Initial-Eligibility Center administered by ACT in Indiana handles ALL inquiries regarding an individual's initial NCAA eligibility status.

Keep your grades up! The higher your GPA, the lower your ACT or SAT score may be.

A qualified athlete completing all NCAA core courses, GPA, and exam requirements may receive:

- College freshman athletic eligibility
- College athletic scholarships/aid

Academic standards include high school graduation, college admission test scores, high school "NCAA core GPA," college prep high school coursework, and meeting college admission requirements.

It is the responsibility of the student to file for athletic certification by the NCAA Initial-Eligibility Center. This certification process is typically initiated at the conclusion of the junior year of high school and begins either by filling out the on-line form at www.eligibilitycenter.org or by requesting a paper form by calling 1-877-262-1492. The Eligibility Center will compare the six semester transcript and the list of NCAA approved courses for the specific high school to determine the appropriate certification decision. The certification decision report will be sent directly to the student and to requesting colleges having an authorized release by the student.

NCAA Examination and NCAA GPA requirements:

Students must request that each ACT or SAT test score be sent directly from the testing company to the Eligibility Center (Code 9999). Students must meet a sliding index system of ACT or SAT and NCAA GPA; the scale is such that any drop in NCAA GPA must be offset by additional points on the test.

Consider:

- *It is often easier to improve grades in academic classes than test scores!*
- *You must send transcripts to NCAA from all high schools attended outside the HBUHSD as well as your present school transcript.*

NCAA GPA	ACT (Sum of Scores)	SAT (Total V + M)
3.55 and above	37	400
3.50	39	420
3.00	52	620
2.50	68	820
2.40	71	860
2.20	79	940
2.00	86	1010

The NCAA does not use the results of the writing portion of either the ACT or SAT.

NCAA Approved Core Academic Courses: (View school list at the Eligibility Center Web Site)

To encourage a student to take as many university preparatory courses as possible, the NCAA GPA will be computed during college admission evaluation using the best grades earned in a prescribed pattern fulfilling the required NCAA academic core curriculum. No PE grades are computed!

Required NCAA core academic curriculum for Division I:

- 4 years English (same as high school diploma requirement)
- 3 years Math (Algebra 1 or higher)
- 2 years Social Science (such as World History, U. S. History, U. S. Government)
- 2 years Natural or Physical Science (including one year of Lab Science)
- 1 year additional course in English, Math, or Science (3rd/4th year[s])
- 4 years additional core courses in any above area or Foreign Language

16 total NCAA core courses

The California Community Colleges

www.cccco.edu

There are over 100 community colleges in California and all students who have graduated or are 18 years of age or older have the right to attend any campus of choice. Community colleges provide students with the opportunity for an excellent education preparing students to transfer in the third year and be recognized as a university junior. Community colleges also offer programs varying in length from one semester to two years which prepare students for occupations and positions which do not require a university degree, such as a registered nurse.

University Transfer Program Completing the Freshman and Sophomore Years of College

College Majors Available

A student can complete the lower division (freshman/sophomore) major and general education requirements for most bachelor's degrees. Many graduates of the California State University and University of California began their bachelor's degree at a California community college.

University Transfer Requirements

A high school student who meets the university eligibility requirements will simply take courses that parallel those which would have been completed at the university. Community colleges and the universities work closely together to ensure the transition from the sophomore year at the community college to the junior year at the university. Lists of approved community college courses which transfer to the public California universities are available online at www.assist.org.

Honors Program

Honors Programs are designed to provide an enriched collegiate experience for highly motivated students. Priority consideration for university transfer is typically awarded students completing the Honors Program. Students who have completed the first two years of college in the program and transfer as a junior to a four year college have been admitted to a wide selection of universities including competitive campuses such as Stanford, Georgetown, UC Berkeley and UCLA. OCC developed one of the first Honors programs and has experienced strong success in student transfers. Check out Orange Coast College Honors Program at: www.orangecoastcollege.edu/academics/honors_prog.

Occupational Education Program California Community College Career Programs

- Agriculture
- Business and Financial
- Communications
- Criminal Justice
- Electrical–Electronics
- Engineering Technology
- Trade and Industry
- Human Services
- Home Economics and Food Services
- Mid-Management and Supervision
- Science and Laboratory Occupations
- Service Occupations
- Computer/Technologies
- Environmental and Natural Sciences

Since not all career courses are offered at any single community college, students should contact colleges of choice to learn which campuses offer the desired program. A student completing the career course requirements will be granted a Certificate of Achievement. Students may also take additional general education courses and earn an Associate in Arts or "2 year" degree as well as a certificate. Some career and/or transfer college courses are available through TV, the Internet and/or by CLEP exams.

Scholarship and Financial Aid Facts

Community Colleges - Four Year Colleges - Trade and Technical Schools

Use your high school Career Center regularly. The College/Career Specialist in the Career Center is a resource for financial aid information. Students of all grade levels need to be aware of scholarship and financial aid facts, but the actual applications are usually filed in the senior year:

1. Scholarships are not granted automatically; students must search and apply for them. The best sources are Career Center websites, college applications, and the internet.
2. A primary step for students in applying for scholarships is filling out the Federal Application for Student Aid (FAFSA). Students need to get financial and tax information from their parents in order to complete the FAFSA. Instructions and forms are available at www.fafsa.ed.gov beginning January 1st of their senior year for the following school year.
3. Residents of California planning to attend a college in California should fill out the Cal Grant application as well. The California Student Aid Commission has many grants available each year for students in need to attend any college. The student must fill out the FAFSA and the Cal Grant application to be eligible. Go to www.csac.ca.gov for details.
4. A student athlete entering college must meet specific academic requirements to be eligible for financial aid awarded by a Division I college or to practice and compete on an intercollegiate Division I team during the first year of attendance. Visit: www.ncaa.org and click on "Eligibility and recruitment"
5. Unique to the HBUHSD is the Frank M. and Gertrude Doyle Foundation. This foundation is capable of awarding millions of dollars each year to any HBUHSD graduate. Please visit their website at www.frankmdoyle.org for the details.
6. The Reserve Officer Training Corps (ROTC) offers competitive scholarships which may include up to complete tuition, fees, books, and a subsistence allowance at most universities. Many public and private colleges throughout the country provide ROTC programs, including Stanford, Harvard, Cal Tech, MIT, the UC's and the CSU system.
7. Juniors scoring in the top 1/2 percent of the PSAT (Preliminary Scholastic Aptitude Test) in October will automatically be placed in competition for National Merit Scholarships.
8. Many scholarships are granted directly from the colleges, and scholarship application may be part of the college admission process. Some are based on merit, some on need.
9. Financial aid is available to physically or mentally disabled or handicapped students to help meet the expenses of vocational training. Contact the California Department of Rehabilitation for information.
10. Native American, Eskimo, and Aleut students are entitled to receive grants and loans from the Bureau of Indian Affairs. Contact the Indian Education office at 714-848-0656 ext. 4955.
11. Most colleges provide financial aid workshops in January and/or February to help parents of seniors finalize the financial aid application form. Call the financial aid office of your local community college or university for the scheduled time and dates.
12. Scholarships may be available from the parent's place of employment, union, and/or church.

World Wide Web Resources

College Search • Careers • Financial Aid • Scholarships • Testing • Research

Students may make application for admission to many universities directly through the internet. College students are expected to use the internet to communicate with faculty, submit essays, discuss projects, and research libraries, and often are required to have a personal computer. The following websites have a rich assortment of related links. Enjoy your research on the internet.

Each high school campus has a College and Career Center with many resources for students to obtain information in regards to career paths, colleges, universities, scholarships, financial aid, testing, and many other resources that will guide you to your goals. For more information, visit your School College and Career Specialist's web-page found through your school's website below.

Edison High School - www.edisonchargers.com (click on Guidance and Student Services, Career Center)

Fountain Valley High School - www.fvhs.com (click on Students, College and Career Planning)

Huntington Beach High School - www.hboilers.com (click on Guidance, College & Career)

Marina High School - www.marinavikings.org (under Quick Links, College/Career Info)

Ocean View High School - www.ovhs.info (under Student Life, Career Center)

Westminster High School - www.whslions.com

Useful Websites

University of California System and campuses	www.universityofcalifornia.edu
Association of Independent Colleges	www.aiccu.edu
Coastline Community College	www.coastline.edu
Golden West College	www.goldenwestcollege.edu
Orange Coast College	www.orangecoastcollege.edu
Colleges (admission applications, aid, majors, etc.)	www.xap.com
California Colleges - Home Pages (all)	www.californiacolleges.edu
Cal-State System	www.csumentor.edu
Community Colleges - Transfer Course Lists (IGETC)	www.assist.org
Career Decisions	www.acinet.org www.udel.edu/csc/mrk.html
College Majors (Possibilities, based on student input)	www.mymajors.com
Fastweb	www.fastweb.com
NCAA (athletic eligibility/college home pages)	www.ncaa.org
CIF - High School Athletic Eligibility Regulations	www.cifss.org www.cifstate.org
U.S. Military Resources	www.military.com www.myfuture.com
Resources for Students with Disabilities	www.ahead.org www.heath.gwu.edu
Federal Financial Aid	www.nelliemae.org
Free Application for Federal Student Aid	www.fafsa.ed.gov
California Student Aid Commission	www.csac.ca.gov
College Board Online (PSAT, SAT, AP links)	www.collegeboard.com
ACT (online registration and information)	www.act.org

College Student Services

Disabled Student Services

Colleges offer programs of services for blind, partially sighted, deaf, hearing impaired, orthopedically disabled, learning disabled and other disabled students. The primary objective of programs for the disabled is to integrate and mainstream qualified disabled students into general campus programs and activities to the greatest extent feasible. The ability of each disabled student to function independently in the collegiate environment is the ultimate goal.

Disabled students who wish to receive special services must contact the college under consideration to get information about the college support program. The following is a partial list of college services available by request to qualified disabled students: registration assistance, academic counseling, remedial courses, special parking, readers, note takers, sign language interpreters, Braille transcription, architectural accessibility, liaison with various agencies, adaptive physical education, and speech therapy.

College Services Contacts for Disabled Students

(also refer to the campus website)

CSU Long Beach

1250 Bellflower Blvd.
Long Beach 90840
Disabled: 562/985-5401
Learning Disabled: 562/985-4430

UC Irvine

Campus Drive
Irvine 92717
949/824-7494 (Voice)
949/824-6272 (TDD)

Orange Coast College

2701 Fairview Road
Costa Mesa 92626
714/432-5807

CSU Fullerton

University Hall, Room 101
Fullerton 92634
714/278-3117

Golden West College

15744 Golden West Street
Huntington Beach 92647
714/895-8721

Coastline Comm. College

2990 Mesa Verde Dr. East
Costa Mesa 92626
714/241-6214

Special Services for Students from Low Income and Educationally Disadvantaged Backgrounds

The goal of the Educational Opportunity Program (EOP) is to help students overcome the obstacles that may prevent them from entering and being successful in college. Services usually include:

- recruitment presentations at high school
- assistance in completion of admission and financial aid applications
- counseling for admission and career
- campus tours for students and parents
- informational materials and publications
- graduate placement information
- special admissions criteria and processing fee waivers for low income applicants
- academic advisement
- tutoring and learning assistance
- referrals to community organizations

Most colleges and universities maintain an educational opportunity assistance program although services vary from campus to campus. Contact the EOP office at the campus of choice by early October of the senior year to ask for information and application. You may find what you need on the campus website.

Career and Technical Education STAR Program

Specialized Training/Talent Achievement Recognition

All students meeting the requirements for completing a concentrated area of study will receive a *Survey Certificate* or an *Advanced Certificate* in recognition of their success.

Various certificates of recognition are available to Huntington Beach Union High School District students to encourage the completion of a concentrated field of study.

STAR Survey Certificates	<p>Advantages of in-depth study in one field of coursework are numerous and may include:</p> <ul style="list-style-type: none"> • Concentrated exploration in a field of interest • Development of a major area of strength • Preparation for further education in the field at post-secondary schools or colleges • Letter(s) of recommendation for employer/mentor or higher level education • Preparation for appropriate career decisions and/or employment opportunities <p>To qualify for a STAR Certificate, a student must:</p> <ul style="list-style-type: none"> • Receive a letter grade in all prescribed courses • Earn a GPA of 2.0 in the prescribed courses • Complete the prescribed number of semesters for the certificate <p>STAR certificate courses meet diploma requirements in Visual/Performing Arts and Applied Curriculum.</p>	STAR Advanced Certificates
AGRICULTURE 4 semesters, WHS Only		Increase your career skills within an area of your choice:
BUSINESS 4 semesters, all schools		AGRICULTURE 6 Semesters
COMPUTER APPLICATIONS 4 semesters, all schools		BUSINESS 6 semesters
FAMILY & CONSUMER SCIENCES 4 semesters, all schools		COMPUTER APPLICATIONS 6 semesters
INDUSTRIAL & TECHNOLOGY 4 semesters, all schools		FAMILY & CONSUMER SCIENCES 6 semesters
PERFORMING ARTS 4 semesters, all schools		INDUSTRIAL & TECHNOLOGY 6 semesters
VISUAL ARTS 4 semesters, all schools		PERFORMING ARTS 6 semesters
		VISUAL ARTS 6 semesters

Your school has brochures showing possible educational plans to help you make course selections that fit your interests and educational objectives. Ask for information within the area of your choice

Become a STAR!!!

Career and Technical Education Regional Occupational Program (ROP)

Coastline Regional Occupational Program (ROP), in partnership with HBUHSD, provides practical, hands-on career preparation, career guidance, and job placement assistance to high school students (and adults). Five career pathways offering a wide variety of career preparation courses are available to students who are at least 15 years of age or during their junior and senior years. ROP courses fulfill requirements for graduation in the areas of applied curriculum, visual and performing arts.

Whether a student plans to go on to a university, college, or directly into the work force, effective job skills and experience are an asset. ROP courses may give students an edge in obtaining entrance into a variety of occupational settings and/or related college/university majors. Examples of the value of the ROP experience for a university/college bound student may be evidenced in a variety of ways, i.e., letters of recommendation from professionals in the field, employability in a career-related area during the university/college years, experience to make appropriate career decisions, etc.

ROP courses are offered in addition to a regular school day. Students must be enrolled in at least five classes on campus in addition to ROP.

Please see your ROP Career Specialist in the Career Center for additional information and a current listing of courses offered.

Arts and Communication	Health Sciences	Public Services
Computer Graphics Digital Imaging Floral Design Floral Design - Advanced/Co-op Graphics and Print. Tech Graphics - Silk Screen Interior Design Multimedia Communications Design Music Technology Professional Dance Sound Stage - Video Theater Technology 3-D Media Design Video/Television Production Visual Communication Design Visual Imagery Web Site Development	Animal Health Care Dental Assistant with Dental Radiology Dental Assistant/Front Office Emergency Medical Technician (EMT) First Responder Hospital Clerical Coordinator Intro to Medical Office Mgmt. & Billing Medical Assistant Medical/Nursing Careers Medical Terminology/Transcription Nurse Assistant Pre-certification (CNA) Optical Assistant Physical Therapy Registered Dental Asst. (RDA) Prep Sports Medicine	Administration of Justice Careers in Education Careers - Service Co-op Careers with Children – Co-op Cosmetology Crime Scene Investigation Culinary Arts + Advanced Diversified Service Careers Esthetician Fire Technology Food Service - Co-op Fundamentals of Baking/Pastry Hotel and Tourism Careers Manicuring
Business and Marketing		Science and Technology
Banking/Financial Serv. Internship Business Internship Computer Programming Computerized Accounting Computer Basics E-Marketing Entrepreneurship	Internet Legal Services Marketing Principals Microsoft Tools Office Technology Retail Sales & Merchandising Intern Retail Sales & Merchandising - Co-op Virtual Enterprise	A+ Certification - Prep Automotive Technology Automotive Tech. Internship Cisco Computer Aided Drafting Computer Graphics Internetworking (Cisco Academy) IT Essentials Server and Prep

Career and Technical Education

On-the-Job Training and Apprenticeship Opportunities

Apprenticeships are expanding due to the major shortage of technically skilled personnel

These programs offer:

- paid employment while in training for a career, with salary increases as proficiency levels rise
- classroom instruction in subjects related to the occupation
- opportunities to become uniquely qualified with state issued credentials

For information about apprenticeship application and other opportunities for on-the-job training, contact:

California Department of Industrial Relations
 Division of Apprenticeship Standards
 28 Civic Center Plaza, Room 525
 Santa Ana, CA 92701
 Phone: (714) 558-4126
www.dir.ca.gov/dirdatabases.html

Occupation	Minimum Qualifications
Acoustical Installer/Shingler	Age 17, no education prerequisites; 714-571-0449
Air Conditioning/Refrigeration	Age 18, HS Diploma or GED, 2 yrs. H.S. Math*.; 213-747-0291
Asbestos/Heat & Frost Insulator	Age 18, HS Diploma or GED; 626-334-6884
Barber/Cosmetology	Age 17, HS Diploma or GED; 310-547-3711
Bricklayer	Age 16, no education prerequisites; 800-995-4540
Carpenter	Age 17, no education prerequisites; 213-739-9343
Cement Mason	Age 16, no education prerequisites; 626-256-7674
CNC Machine Technician	Age 18, HS Diploma or GED; 562-404-4295
Drywall Installer/Finisher	Age 17, no education prerequisites; 323-727-2811
Electrician	Age 17, HS Diploma, 1 yr. Algebra or higher; 714-779-3187
Glazier/Glass Worker	Age 18, HS Diploma or GED; 714-894-4094
Lather/Drywall	Age 17, no education prerequisites; 714-571-0449
Lineman (Power)	Age 18, HS Diploma or GED, 1 yr. Algebra; 951-685-8658
Machinist/Tool Maker	Age 18, HS Diploma or GED; 562-404-4295
Mold/Die/Metal Surface Finisher	Age 18, HS Diploma or GED; 562-404-4295
Operating Engineer	Age 18, HS Diploma or GED; 213-385-2889
Painter	Age 18, no education prerequisites; 714-258-8370
Plasterer	Age 17, HS Diploma or GED; 909-865-1773
Plumber	Age 18, HS Diploma or GED; 714-779-3187
Roofer/Waterproofer	Age 18, no education prerequisites; 562-927-2544
Sheet Metal Worker	Age 17; HS Diploma or GED; 714-901-3281
Tile Layer	Age 18, HS Diploma or GED; 626-571-9851
	*Must include 1 year of Algebra <u>and</u> 1 year of Geometry

Trade and Technical Schools

There are approximately 100 careers you can learn in two years or less. Hundreds of private vocational schools in California are accredited and have a wide range of tuition fees. Financial aid is often available, based on need.

Ask Questions, Questions, Questions!

Trade/Technical School:	costs, difficulty level, length, accreditation, refund if course not completed, placement record, percent of students finishing course
Prospective Employers:	number of graduates hired, employment possibilities, need for training, differences in salary because of training
Better Business Bureau:	complaints, recommendations
Former Students:	viewpoint, advantages, problems
College/Career Specialist:	further information, financial aid
Community Colleges:	availability of similar training at low cost

Examples of Careers and Length of Training in Southern California Schools

Actor: 150 weeks	Heating: 12-24 weeks
Air Conditioning Technician: 12-73 weeks	Inhalation Therapy Technician: 37-52 weeks
Appliance Repairer: 12-72 weeks	Interior Designer: 64-108 weeks
Auto Mechanic: 14-50 weeks	Legal Assistant/Paralegal: 24-52 weeks
Blueprint Reader: 3-40 weeks	Machinist: 14-102 weeks
Broadcast Technician: 10-92 weeks	Makeup Artist: 8 weeks
Broadcaster: 13-48 weeks	Medical Assistant: 12-48 weeks
Computer-Aided Drafting: 52-78 weeks	Medical/Dental Receptionist: 16-27 weeks
Computer Service Technician: 30-120 weeks	Medical Office Manager/Assistant: 14-28 weeks
Court Reporter: 52-104 weeks	Motion Picture/Television Production: 12-150 weeks
Data Processing: 21-100 weeks	Nursing Assistant: 4 weeks
Dental Assistant: 12-50 weeks	Optometric Assistant: 24 weeks
Dental Laboratory Technician: 26-72 weeks	Plumber: 26 weeks
Diesel Mechanic: 10-48 weeks	Tool and Die Designer: 28-108 weeks
Electronics: 24-108 weeks	Travel Personnel: 12-34 weeks
Fashion Designer, Merchandising: 33-96 weeks	Welder: 2-72 weeks
Gemologist: 26 weeks	Word Processor: 2-52 weeks
Hairstylist/Barber: 32-52 weeks	

Check the "Yellow Pages" for *Schools - Business and Vocational*

Military Options

If you enlist in a branch of the United States Military, you may have the opportunity to receive certain benefits. Research all of your options carefully before enlisting. Once you begin basic training, you cannot voluntarily leave military service.

Benefits

1. Educational and career training (technical and professional)
 - college degrees (associate, bachelor's, graduate); high school diplomas
 - vocational or technical certificates; certificates from civilian apprenticeship programs
2. Opportunity to become a commissioned officer through ROTC or military academies
3. Guaranteed pay; specific guaranteed training; promotion opportunities
4. Travel; a community with a variety of attractions
5. Free medical and dental care; lower cost commissary and post exchange services tax free
6. A cadre of trained consultants and counselors, wide resources and references

Long-term Benefits

1. G.I. Bill; scholarships and fellowships; student loan repayment program
2. Pay bonuses; 30-day paid vacation every year
3. Development of leisure time skills; FHA In-Service Insured Loan for buying a home
4. Certain housing, medical/dental, and educational services for families
5. Low cost life insurance; lifetime retirement benefits after 20 years of service
6. In civil service, the veteran has absolute job retention rights over all non-veteran Federal workers

Financial Aid and Tuition Assistance Programs

If you are willing to serve for a period of time in the U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard, you will find that educational assistance and tuition support programs are available to you. Serving in the US military can help pay for your college education when you allow your salary to be reduced by \$100 per month and contribute to the program during your first 12 months of service. The total amount of money you receive depends on your length of enlistments, whether you qualify for certain specialties or perform specific job duties, and the type of discharge you receive. For more information visit www.gibill.va.gov.

Military recruiters are permitted to obtain directory information on all 11th and 12th graders from school districts under the No Child Left Behind Act (2001). If you do not want the office of Pupil Personnel Services to release this information, please fill out the form included in the registration packets distributed by high schools and on the district website and send it to HBUHSD by October 15, 2010.

For more information, contact your local recruiting office or check the websites below

U.S. Army	(714) 962-8821	www.army.mil
U.S. Air Force	(714) 963-1167	www.af.mil
U.S. Navy	(714) 962-2255	www.navy.mil
U.S. Marine Corps	(714) 968-9171	www.usmc.mil
U.S. Coast Guard	(562) 790-2318	www.uscg.mil

www.military.com www.myfuture.com www.todaysmilitary.com www.usmilitary.com

United States Service Academies

Locations:

Air Force Academy: Colorado Springs, Colorado 80840	www.usafa.af.mil
Coast Guard Academy: New London, Connecticut 06320	www.cga.edu
Merchant Marine Academy: Kings Point, New York 11024	www.usmma.edu
Military Academy: West Point, New York 10996	www.usma.edu
Naval Academy: Annapolis, Maryland 21402	www.usna.edu

Costs:

None. Successful applicants receive an excellent education valued at over \$250,000. Full U.S. Government scholarships are awarded which cover tuition, room and board; each student also receives a monthly stipend to meet cost of books, supplies, clothing and personal expenses.

Admission Requirements:

Apply spring semester of junior year. Contact Academy in Sophomore year. Contact the appropriate liaison officer for specific requirements for any academy.

Example:

U.S. Naval Academy, Annapolis, Maryland

1. Candidates for admission must: (a) meet basic eligibility requirements, (b) obtain a nomination, (c) qualify academically, (d) qualify medically, (e) qualify physically, and (f) be selected by the Academy.

Basic Eligibility:

- U.S. citizen of good moral character
- 17-22 years of age
- Unmarried - no legal obligations to support a child or other individuals

Nomination:

- Request nomination from representative of your congressional district and both senators representing the state

Academic:

- High school course work: (Scholar with Distinction pattern recommended)
4 years advanced math including Precalculus, 4 years college prep English, 2+ years of a modern foreign language, and at least one year each of chemistry and physics
- Number of Honors, Advanced Placement and/or accelerated academic courses
- GPA (academic ["a-e"] courses only)
- Test scores: PSAT (precandidate only), ACT or SAT completed in junior year; tip: take both

2. Academic majors offered:

Aerospace engineering, chemistry, computer science, economics, electrical engineering, English, general engineering, general science, history, marine engineering, mathematics, mechanical engineering, naval architecture, ocean engineering, oceanography, physics, political science, systems engineering

3. Graduates:

- May go on to professional training via schools offering graduate education programs
- Have six year Navy or Marine Corps obligation
- Serve as commissioned officer in the reserves until 8th year after graduation

Contact an academy liaison officer (ninth grade is NOT too early) to develop appropriate plans to meet all academy requirements and timelines for application and admission.

The names of local liaison officers may be obtained from your high school College/Career Specialist in the Career Center. Academy liaison officers will also be available at the fall California College Night at a local high school and the spring National College Fair.

Student Information Mailed Home

Home - School Communications

The HBUHSD home-school communication system helps parents, students and staff promote and monitor the student's successful completion of high school and any prerequisites for personal postsecondary goals. A handy way to monitor university eligibility is the student's Scholar status.

School and district parent meetings, district and principal's newsletters, the Annual **Planning Guide** and progress reports are the basic foundation. More information may be found on the HBUHSD website at www.hbuhsd.org.

Educational plans for each student are developed and updated annually during student contacts with the Guidance Specialist and/or in classroom guidance units. A copy of the student's educational plan is created for parents to keep in the home file of student records.

Academic Transcript

The student transcript is the official permanent legal record of the individual student's academic performance. An academic record is distributed by mail twice a year to families as final semester grades are added in February and August. To obtain an unofficial or official transcript, you must request one from the school.

The family is strongly encouraged to review the transcript record each semester. Check for grade and course accuracy, and evaluate student progress toward meeting all diploma and postsecondary requirements. The family, student and Guidance Specialist may revise the educational plan when necessary to ensure graduation and/or career/college readiness. If the student has failed any courses, a plan must be developed with input from parents, student and staff to ensure the student will be able to graduate. Contact your Guidance Specialist or School Counselor for help in developing or updating your educational plan.

The transcript also includes a computerized evaluation of the possible candidacy for the Academic Recognition Program and, if criteria is met, records the Scholar status on the student transcript. In addition, four GPA's are included on the transcript. Class rank is also included in the transcripts printed in August, February and June of the senior year. Results of the CAHSEE are also recorded and beginning with the class of 2009, STAR results will appear on the unofficial transcript.

Progress Reports

Each semester all students receive a 9 Week Progress Report and an 18 Week Final Grade Report by mail, with any teacher comments reflecting the rationale for the issued letter grade. These reports will be mailed home approximately two weeks after the 9 and 18 week teacher evaluation.

Insufficient Progress / Failure Notices

Any student having significant classroom performance problems will also have a 4-1/2 week Notice of Insufficient Progress (November/March) and/or a 12 week Failure Notice (December/April) which states the predicted permanent letter grade at the end of the semester and/or the comment "18" - "Student is in danger of receiving an F."

Attendance Notification

Absences are reported daily by each teacher each period. Families are notified of absences through phone contacts, truancy letters and progress reports. Parents are urged to contact the attendance clerks anytime throughout the year to verify illness and/or to monitor daily attendance. Accumulated absences, trancies and tardies in any course interfere with student learning and may result in the student entering the Student Attendance Review Board (SARB) process.

Technology Information for Parents aka School-to-Home Communication

HBUHSD Parent/Student Portal

The Huntington Beach Union High School District Parent/Student Portal has been designed as a tool for parents and students to collaboratively follow the student's progress through high school. The portal consists of information from several district information systems combined into one easily accessible source. The Parent/Student Portal provides the parent and the student with information that will help families monitor progress and attendance. The HBUHSD urges you to take advantage of the portal so that you and your child can work together to achieve their full academic potential. The following information can be accessed from the portal.

- School Information
- Teacher Information
- Course Information
- Class Schedule
- Homework Assignments
- Report Cards
- Attendance
- Assessment Results
- Graduation Status/Requirements

Parents and students can register for a Parent/Student Portal account by following the Parent/Student Portal Quick Link from the district's main web page www.hbuhsd.org. Shortly before a student starts 9th grade, a letter containing your student's PIN will be mailed home. Student's PINs are also included on every progress report and report card. If the student misplaces or loses the PIN, with student ID card, the student can get their PIN by visiting their Guidance Specialist at their school. The PIN will be required for both the parent and the student to register for a portal account. Please follow all the online instructions. Technical questions are addressed via email by the Portal Administrator.

Many teachers use the portal to post assignments and grades every few weeks. However, if you have a specific concern or questions, parents are still encouraged to e-mail or to call the teacher. Parents find the portal very useful for attendance monitoring as it gives up-to-date attendance activity.

Connect-Ed aka Automated Phone Messaging (Connect-ED, Blackboard Connect, PhoneMaster and TeleParent)

Various automated telephone systems are utilized for the schools to communicate with parents and students. The Connect-Ed system is an automated caller that can be used to notify parents in case of emergencies at the school. In addition, this system allows the district to notify parents of school testing reminders, school holidays or other special events that will take place at the school. Principals decide which information will go out on the Connect-Ed system. This system works in conjunction with our student information system. If during the year, you have any changes to your telephone number or address, please make sure that you contact your home school to update all of your contact information, so that you can receive the valuable school information the school principal decides to send via Connect-Ed telephone calls.

Educational Options for High School Students

Options For Students *Enrolled* in Comprehensive High Schools

Regional Occupational Program

On site career training at various high schools and/or community locations. Contact your ROP Career Specialist in the high school Career Center for further information. Students become eligible to attend at age 15 and must continue in full time status in regular high school courses to qualify for ROP.

Huntington Beach Adult School

The Huntington Beach Adult School provides self-paced instruction at the Learning Center for adults and high school students. After adults, seniors who are enrolled in five periods at their home schools have enrollment priority. Classes meet after the regular school day. All coursework must be completed in class. To enroll, the student and his/her parent/guardian must meet with the high school administrator to review the academic records and obtain permission to enroll in adult school.

College Courses

Juniors and seniors may complete college courses during the high school years. College credits earned may be used toward a college degree or certificate only; no college coursework may be used to meet course or credit requirements for the high school diploma.

Attending Schools Outside of the HBUHSD

Should a student choose to leave the HBUHSD and attend an alternative high school program that is not a traditional, comprehensive high school with WASC accreditation, it is imperative that the family meet with the Assistant Principal of Guidance to discuss whether or not courses will transfer back for graduation and/or college prep credits onto the HBUHSD transcript.

Options For Students *Transferring* to Alternative Education

All student transfers are referred by an administrator from the home school to the appropriate Alternative Education placement.

Valley Vista High School

Classes are provided for the student who needs a more intensified teacher directed approach within a small school setting. Lessons are self-paced and include individualized and small group instruction. Classes meet Monday-Friday from 8:00 a.m.-2:00 p.m. Eligible students must be 15+ years of age.

Coast High School

Coast High School offers independent study for students whose needs may best be met through study away from the daily attendance requirements of a traditional high school campus. Students meet with their teacher once a week to submit completed assignments and evaluate progress. The teachers provide instruction and assign additional coursework assignments with a due date. Parents are responsible for monitoring their student's school work and providing transportation to school. Appointments are scheduled Monday through Friday and a special teen parent class is also available.

Huntington Beach Adult School

The Huntington Beach Adult School offers courses for the HBAS high school diploma through lab style or independent study instruction. Classes to prepare for the GED are also provided. Classes meet in the afternoon and evening. Students must be 17-1/2 years old to enroll.

Community Day School

Located in the Westminster Mall, CDS is designed for students who have not been successful in a traditional high school setting. It is best described as a one-room school where students must attend six (6) hours a day. All core subjects as well as electives are taught.

GLOSSARY

AA (Associate of Arts): A 2-year community college degree.

Academic Calendar: Breaks the college year into one of the following:

Semesters: two terms of 17-18 weeks.

Quarters: three terms of 11 weeks (fourth term optional).

Trimesters: two terms of 15 weeks (third term optional).

Accreditation: The recognition by an outside agency that a school maintains high standards which enable students to qualify for admission to other accredited institutions.

ACT: A 4-year college admission test covering English, math, reading, science, and an optional writing test. The majority college admission test in most states. Acceptable at all universities in the United States.

Admission Requirements: A set of rules established by each college campus for a student to be accepted.

A-G Courses: Refers to the list of subjects required for admission by the University of California and CSU.

Aid Package: A combination of aid (scholarship, grant, loan, and work) determined by college financial aid office.

AP (Advanced Placement): A system by which college freshmen may bypass entry-level freshmen courses by proving that they have already taken the equivalent in high school. College credit may be awarded by many colleges if a student earns a certain grade on a College Board exam at the conclusion of an AP course. All students enrolled in AP courses are expected to take the related Advanced Placement Exam in May. Many competitive colleges use the number of AP test scores received as a factor influencing admission.

AP Diploma: Diploma granted by the College Board based upon Advanced Placement test scores.

BA (Bachelor of Arts): A 4-year college degree.

Cal Grants: California financial aid. Available to students having a financial need as they continue their education at a college or vocational school. Unweighted GPA Verification Forms are to be filed with the FAFSA.

California High School Exit Exam (CAHSEE): State law (Senate Bill 2, 1999) requires students to pass the CAHSEE to receive a diploma. The purpose of the CAHSEE is to help improve achievement and ensure that graduates can demonstrate competency in the content standards for reading, writing and mathematics. Students

will receive instruction in English and math courses which will prepare them for the CAHSEE. CAHSEE results will be returned to the district within eight weeks after the test.

California High School Proficiency Exam (CHSPE): A state exam to qualify for a high school equivalency certificate given once or twice a year. Students must remain in school until results are received. Students who pass the California Proficiency Exam are NOT eligible to participate in the graduation ceremony. Applicants must be at least 16 years of age and/or completing the sophomore year. Register and pay fee by mail; the form is available in the Career Center. The test is held at various local colleges and testing sites. (www.chspe.net)

California Student Aid Commission: The California State agency which administers a number of aid programs including the Cal Grant program.

Candidates Reply Date Agreement (CRDA): Sponsored by the College Board, this agreement establishes a common date, May 1, that is the earliest time a subscribing college may require an accepted applicant to say whether he or she plans to attend.

CLEP (College-Level Examination Program): Run by the College Board, this program offers college credit through a series of both general and subject exams for motivated students who have gained learning in such nontraditional ways as independent reading, on-the-job training, or correspondence courses.

College Board: One company which provides college entrance testing, such as PSAT, SAT, AP, TOEFL, etc. Educational Testing Service (ETS) is the testing division.

College Catalog: A book published by the college describing requirements for admission, degrees, services, and course descriptions. Each high school Career Center contains most college catalogs and the addresses of most other colleges. Many internet sites also include college catalogs.

Common Application: A college application form which may be used to file at more than one independent college. This form is available on the internet.

Credit or "semester hours" or "unit hours" or "quarter hours" or "unit": A way of referring to the number of credits which are earned in a course. If a college class meets 3 hours per week, it is usually a 3 unit course. A full-time student at college usually attends 5 classes and earns 15 units per semester. Less than 5 classes usually takes 5 years or more to complete college.

CSF (California Scholarship Federation): An independent statewide honor society designed for the college-bound student. Membership is neither automatic, mandatory, nor retroactive. Eligibility for membership depends upon last semester's final grades and paying dues at the beginning of the following semester. Students who join for 4 semesters become Sealbearers at graduation; one semester of membership must be in the senior year. Contact your high school CSF Advisor or College Career Specialist for CSF eligibility requirements.

CSU (California State University): The 23 public state campuses, such as CSULB (California State University at Long Beach) and CSUF (Cal. State Univ. at Fullerton).

Cumulative Record: The complete record of all courses and grades earned. Your 9-12 grade transcript contains your permanent cumulative record of all courses attempted.

Degree: Titles given to college graduates upon completion of a program. A 4-year degree is usually a BA (Bachelor of Arts), a 5th- or 6th-year degree is often a MA (Master of Arts), with a Doctoral degree requiring approximately five additional years beyond the BA.

Dual Enrollment: When a high school student takes a college course (college credit only is available). Academically talented students may enrich their educational preparation by a summer school experience at a community college for degree credit.

Early Action (EA) Admissions: Similar to Early Decision Admissions in that you can apply early and are notified early; however, you may apply to more than one and can choose among those you are accepted to. The only exception is a newer option called **Single-Choice Early Action** where you can only apply to that one college early but you may apply to other colleges under a regular deadline, and then you can wait for all notifications and choose one college.

Early Assessment Program (EAP): The goal of this program is to ensure that college-bound high school grads have the English and math skills expected by the CSU's. The EAP tests are taken as part of the Calif. Standards Tests in 11th grade English and math. There is also a required writing sample. Students are notified whether they have either met the CSU expectations (and are thus exempt from additional CSU placement tests) or whether they need further preparation for college-level work. Students who do not meet expected levels can use their senior year to prepare for CSU placement tests. More information is available at www.calstate.edu/eap.

Early Decision (ED) Admissions: Early decision plan allows you to apply early (usually Nov. 1) and get an admission decision from the one college you apply to well in advance of regular admissions notifications. Early decisions are binding, meaning you must attend that one college and cancel any other applications you may be planning.

Elective: A course needed for graduation credit, but beyond specific course requirements.

FAFSA (Free Application for Federal Student Aid): Used to file for financial aid from colleges, Cal Grants A, B, and/or C, GPA Verification, and the Federal Pell Grant.

Federal Pell Grant Program: Qualified students who enroll at least half time at an eligible institution of higher education, and who demonstrate financial need, may receive a grant. This grant may be used at community colleges, universities, or trade schools. Grants do not have to be paid back by the student.

Fee: A sum of money which must be paid for a variety of things in college, such as for admission, registration, graduation, health services, etc.

Fee Waiver: A form available to students having a family income less than approximately \$30,000 (for a family of 4) per year. The Fee Waiver Form is submitted instead of money when applying for college testing or admission.

Financial Aid: Money which may be derived from a variety of sources (grant, loan, scholarship, work-study), which helps pay for college costs. The "package" of funds is determined by family financial need and the availability of funds. Fifty percent of the students at any university usually have some form of financial aid.

Financial Need: The difference between the cost of education and what the family or the applicant can reasonably be expected to contribute.

GED (General Educational Development Examination): A series of tests in five academic areas that adults take to qualify for a high school equivalency diploma. Students are eligible to take the GED within 60 days of their 18th birthday or when their class has already graduated. For further information, contact the Adult School. (See CHSPE for another type of alternative diploma.)

General Education Requirements (also called Breadth Requirements): Courses selected from several divisions required for a college degree. These are completed the first two years of college. The second two years involve coursework in major and minor areas.

Golden State Seal Merit Diploma: To be eligible, students must demonstrate mastery of the high school curriculum by earning a scaled score of 370 or above on six separate high school level California Standards Tests (CST's), not including the Algebra 1 CST.

GPA (Grade Point Average): A student's average grade, computed on a four point scale: A=4, B=3, C=2, D=1, F=0. Weighted courses receive an additional factor.

Grants: Payments made to students by various organizations, including financial aid from the State of California. Grants do not have to be paid back.

Impacted Program: A college degree program which may be temporarily closed to new students due to heavy enrollment or which may require supplementary screening of student records for selection of the strongest candidates.

Independent College: A school which is not supported by state taxes. Also referred to as a private college.

Lower Division: Refers to courses usually completed in the first two years of college.

MA (Master of Arts): A college degree usually requiring one or two years work beyond the BA.

Major: The main area of study in college, usually requiring about one year in a planned series of courses during the 4-year program. A major is selected by the second year of college since it is the focus in the jr./sr. years.

Minor: Approximately 18 credits in an area outside major department, usually completed in the jr./sr. years.

Need Analysis: A technique used to estimate a student's need for financial assistance to help meet educational expenses. It consists of two major components: (1) estimating the family's ability to contribute to educational expenses, and (2) estimating the student's educational expenses.

Package: The financial aid offer from the postsecondary institution which is usually made up of a combination of grant, loan, and/or scholarship money.

Prerequisites: Courses, test scores, and/or grade level that must be completed before taking a specific course.

PSAT/NMSQT (Preliminary SAT/National Merit Scholar Qualifying Test): A shortened version of the SAT Reasoning Test offered in October for high school juniors. Scholar with Distinction sophomores may take the PSAT as a practice test by space available.

Rolling Admissions: This means that a college gives an admissions decision as soon as possible after an application is completed and does not specify a notification deadline.

ROTC: Many colleges have units of the Reserve Officer's Training Corps that offer two- and four-year programs of military training culminating in an officer's commission. In some colleges, credits for the courses can be applied toward a degree. ROTC Scholarships are available which pay for full educational costs in numerous colleges, both public and private.

SAR (Student Aid Report): A form distributed by the College Scholarship Service for the purpose of estimating the family contribution (EFC) to a student's college costs.

SAT Reasoning Test: A 4-year college admission exam with reading, mathematics, and writing components. (See ACT, SAT Subject Tests.)

SAT Subject Tests: UC requires two subject tests taken in two different areas.

Scholarship: A gift of money awarded for achievement, skills, talents, potential, and/or financial need.

STAR: Standardized Testing And Reporting program requires all public schools to administer a standardized test in grades 2-11. Results are mailed home prior to the next school year. STAR includes Golden State Seal Merit Diploma assessments.

Summer Session: College Summer School. Open entry, without formal admission, makes it possible for students to take classes at almost any campus and then transfer them to the "home" college campus towards their degree. Students who plan to continue in the fall must file for fall admission.

TOEFL (Test of English as a Foreign Language): An English exam for foreign students, used for placement in college English classes. Register by mail using materials available in the Career Center. The test is held at various local colleges and testing sites.

Transfer Courses: College courses giving credit which may be transferred to a 4-year college.

Transfer Students: College students who transfer from one college to another, usually at the end of the sophomore year.

Tuition: A fee that is paid for instruction in a private school, college, or university.

UC (University of California): Ten campuses make up the UC system: UC Irvine, UCLA, UC San Diego, UC Santa Barbara, UC Riverside, UC Santa Cruz, UC Berkeley, UC Davis, UC San Francisco, and UC Merced.

Undergraduate: College student who has not yet received a bachelor's degree.

Upper-Division Courses: Courses designated for the junior and senior years of college.

Weighted GPA: A policy which rewards accelerated and/or extended academic performance by giving a "bonus" grade point for each designated Honors/AP course. Some colleges use weighted grade point averages, while others may use other methods to give the well-prepared student an edge in the admission process. The more selective the college and/or major field of study, the more "weight" given in college admission decisions for accelerated and/or extended academic coursework and Advanced Placement exam scores.

Work-Study: A federally funded program that makes part-time jobs available to college students with financial need.

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The Huntington Beach Union High School District serves over 15,500 high school students in grades 9 through 12. This district guide has been developed by HBUHSD Pupil Personnel Services to help families become informed of current high school and post-secondary options before selecting an educational program fitting the needs and aptitudes of their high school students.

Parents are strongly encouraged to become active partners in the development of high school educational plans and long term goals. Please take time to look at the various options available and use this guide for reference throughout this school year. Let your decisions show a balance between high expectations and what is reasonable for your student.

If you have further questions, call the appropriate high school and ask to speak to your Guidance Specialist or the College/Career Specialist. They will be happy to answer your questions now and welcome contact throughout the school year.

Use this Planning Guide for reference throughout the 2010-11 school year

The Planning Guide, additional guidance materials, test scores, and latest updates are available on the district website at www.hbuhd.org