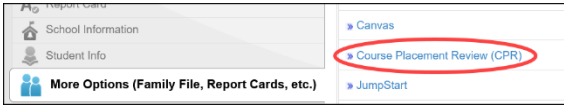
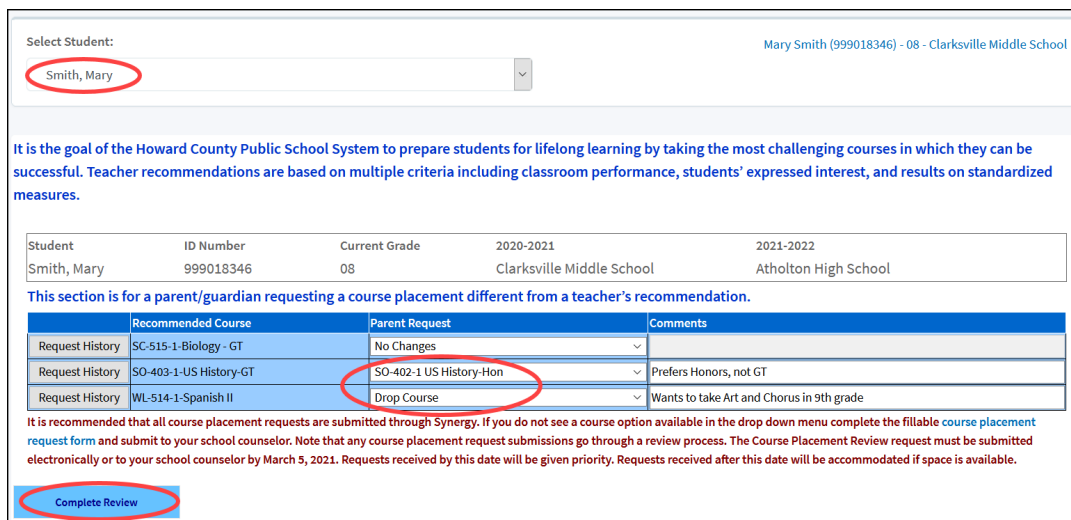


## Acerca de la revisión de asignación de cursos

La meta del Sistema de Escuelas Públicas del Condado de Howard es preparar a estudiantes para el aprendizaje de por vida al cursar los cursos más desafiantes en los cuales puedan ser exitosos. Las recomendaciones de los maestros se basan en criterios múltiples que incluyen el desempeño en el salón de clases, el interés expresado de los estudiantes y resultados de las medidas estandarizadas. Este formulario en línea es para un padre o tutor que solicite una asignación de cursos diferente de la recomendada.

## Seleccione solicitudes de cursos

1. Acceda al sitio web de HCPSS Connect.
2. En la página de Inicio, haga clic en la opción de **Más opciones (Archivo familiar, Boletines de calificaciones, etc.) (More Options (Family File, Report Cards, etc.))** en el panel de la izquierda.
 
3. Haga clic en el enlace de **Revisión de asignación de cursos (Course Placement Review)**.
4. Una página muestra las recomendaciones actuales del estudiante para las clases de contenido esenciales. Puede seleccionar a otro estudiante en la lista desplegable de ser necesario.



Select Student: Mary Smith (999018346) - 08 - Clarksville Middle School

Smith, Mary

It is the goal of the Howard County Public School System to prepare students for lifelong learning by taking the most challenging courses in which they can be successful. Teacher recommendations are based on multiple criteria including classroom performance, students' expressed interest, and results on standardized measures.

Student	ID Number	Current Grade	2020-2021	2021-2022
Smith, Mary	999018346	08	Clarksville Middle School	Atholton High School

This section is for a parent/guardian requesting a course placement different from a teacher's recommendation.

Request History	Recommended Course	Parent Request	Comments
Request History	SC-515-1-Biology - GT	No Changes	
Request History	SO-403-1-US History-GT	SO-402-1 US History-Hon	Prefers Honors, not GT
Request History	WL-514-1-Spanish II	Drop Course	Wants to take Art and Chorus in 9th grade

It is recommended that all course placement requests are submitted through Synergy. If you do not see a course option available in the drop down menu complete the fillable course placement request form and submit to your school counselor. Note that any course placement request submissions go through a review process. The Course Placement Review request must be submitted electronically or to your school counselor by March 5, 2021. Requests received by this date will be given priority. Requests received after this date will be accommodated if space is available.

Complete Review

5. Seleccione el curso preferido en la columna de **Solicitud de padres (Parent Request)** para el **Curso recomendado (Recommended Course)**. Puede agregar un **Comentario (Comment)**.

**NOTA:** Habrá una opción para **Abandonar un curso (Drop Course)** para el segundo nivel de idiomas del mundo. Si opta rechazar el curso recomendado de Nivel 2 de Idiomas del Mundo, aparecerá un mensaje indicando que se recomienda que los estudiantes cursen dos años de un idioma del mundo. Haga clic en **OK** para cerrar el mensaje y continuar.

Students must complete one of the following program choices to meet the graduation requirement: (a) Two credits of world language, which may include American Sign Language; (b) Two credits of advanced technology education; or (c) Successfully complete a State-approved career and technology program. Note that many colleges/universities recommend that a student participates in a World Language for two or more years.

OK

**ADVERTENCIA:** Si no hay un curso disponible para solicitar, no se enumerarán opciones.

**NOTA:** Los padres de ingresantes de 7<sup>o</sup> y 8<sup>o</sup> grado deben hacer clic en el botón **Leer expectativas para superdotados y talentosos (G/T, por su nombre en inglés) (Read G/T Expectations)** y revisar la información sobre el programa para G/T. Haga clic en el botón **Comprendo (I Understand)** para proceder.

**G/T Course Expectations**

Prior to completing the Course Placement Review form, please consider the following expectations associated with middle school G/T courses.

- Algebra I G/T - MA-403.1
  - Students enrolled in on-grade-level math (Mathematics 6) in 6th grade will be expected to apply mathematical concepts from the following courses prior to beginning the Algebra I G/T course in 7th grade:
    - Math 7 - Mathematics 7 (Grade 6/7) Course Expectations
    - Math 8 - Mathematics 8 (Grade 7/8) Course Expectations
  - Students enrolled in above-grade-level math (Mathematics 7) in 6th grade will be expected to apply mathematical concepts from Math 8 (<http://hcppssfamilymath.weebly.com/math-8-g-78.html>) prior to beginning the Algebra I G/T course in 7th grade.
  - Students not placed in G/T Mathematics may select the above-level mathematics class, Mathematics 8 (MA-301-1), rather than Algebra I G/T.
- English G/T - LA-202.1
- Geography and World Culture G/T - SO-201.1
- Life Science G/T - SC-205.1
  - Students enrolled in English, Social Studies, and Science G/T will be expected to have advanced-level skills in the following areas:
    - Interpretation and analysis
    - Understanding and application of advanced concepts
    - Written language (development of arguments, citation of evidence, variation of sentence structure).
  - Students not recommended for placement in G/T courses at this time will further develop these skills within the 7th grade general education classes.

I Understand

6. Haga clic en el botón **Completar revisión (Complete Review)** para continuar. Revise cada confirmación de lectura.

*By signing this form I acknowledge this placement is not in alignment with the recommendations of the Placement Committee and affirm that I have read and acknowledged the course expectations. I will monitor my child's progress in the class to make sure the requested course remains appropriate with reasonable classroom supports. I am aware that it may not be possible to transfer out of the course due to scheduling limitations. Please answer "Yes" to all questions to be able to submit.*

*It is suggested that the student and parent have a conversation with the current teacher about the course recommendation so there is an understanding of the rationale behind the teacher recommendation.*

Yes

*Further information on courses and curriculum expectations can be found in the high school catalog (<http://www.hcppss.org/academics/approved-courses/>). After reviewing this information, consultation with the appropriate Instructional Team Leader is an option. [Catalog of Approved Courses](#)*

Yes

*Students and parents must understand that it may not be possible to transfer out of the course due to scheduling limitations. In addition, note that level changes will only be permitted until the mid-point of the course. For further information please refer to Policy 8020.*

Yes

*The Course Placement Review request must be submitted electronically by January 15, 2021. Requests received by this date will be given priority. Requests received after this date will be accommodated if space is available. [Graduation Requirements](#)*

Yes

*Students must complete one of the following program choices to meet the graduation requirement: (a) Two credits of world language, which may include American Sign Language; (b) Two credits of advanced technology education; or (c) Successfully complete a State-approved career and technology program. Note that many colleges/universities recommend that a student participates in a World Language for two or more years.*

Yes

Next Step

7. Después de revisar cada afirmación, seleccione **Sí (Yes)** para confirmar que comprende. Verá varias afirmaciones para estudiantes de escuelas intermedias (6<sup>o</sup> a 8<sup>o</sup> grados) y secundarias (9<sup>o</sup> a 12<sup>o</sup> grados).

**NOTA:** Puede hacer clic en los botones del **Catálogo de escuelas (School Catalog)** y **Requisitos de graduación (Graduation Requirements)** para ver más información sobre dichos artículos.

8. Después de seleccionar **Sí (Yes)** para cada afirmación, haga clic en el botón de **Paso siguiente (Next Step)** para continuar.

9. Ingrese su nombre en el espacio para la **Firma del padre (Parent Signature)** y la **Fecha de envío (Date Submitted)**.

Parent Signature:	Jane Smith
Date Submitted:	12/04/2020
<b>Submit Request</b>	

10. Haga clic en **Enviar solicitud (Submit Request)**. Recibirá un mensaje indicando que su solicitud fue enviada. Haga clic en OK para cerrar esa ventana.

Repita estos pasos para editar sus solicitudes según sea necesario.



**ADVERTENCIA:** Si decidió rechazar un curso recomendado de Nivel 2 de Idiomas del Mundo, no podrá volver a enviar una *Revisión de asignación de cursos* para dicho curso si ha sido revisado o procesado por la escuela.

## Ver historia y estado

Cuando acceda a la página de *Revisión de asignación de cursos*, haga clic en el botón de **Solicitud de historia (Request History)** para un curso para ver todas las solicitudes que hubieran sido enviadas y el estado de dichas solicitudes.

- **Enviada (Submitted)** – La solicitud ha sido enviada por el padre.
- **Lista para procesar (Ready to Process)** – El consejero y director se encuentran analizando la solicitud de *Revisión de asignación de cursos*.
- **Procesada (Processed)** – La solicitud ha sido procesada y la solicitud del curso nuevo ha sido agregada al horario del estudiante.
- **Denegada (Denied)** – La solicitud no puede procesarse.

Request History			
Date Requested	Requested Course	Parent Comments	Status
12/07/2020	United States History	Prefers Honors, not GT	Submitted

Si tiene alguna pregunta, por favor, comuníquese con el consejero en la escuela de su niño/a.