

Dear CCHS Parent:

DUE BACK

We are excited to have your son/daughter join the mighty Tigers! The CCHS Counselors met with students to discuss Freshmen Base Camp, the 5-block schedule, freshman academic requirements, graduation requirements and general high school information.

After hearing and reading about classes, your child has requested the classes listed on the reverse side of this form. Please review the requests and indicate your approval by signing this form. Counselors will meet individually with students to finalize class selections and ensure grade level requirements are met. For course descriptions, an electronic copy of the Course Offering Handbook and this letter can be found online at cchs.canoncityschools.org – **Counseling Department – Cañon City High School Pathways Program – Pathways Handbook**.

As you look over the form, you may notice notes, symbols and required signatures. The numbers in parenthesis next to the course name are the credits for each course. In a 5 block schedule, the total number of credits required must add up to 10 (alternates not included in the count). Some courses may require recommendations, instructor approval or eligibility. This process places students in the appropriate classes so they have the best opportunity for success. Some courses may be available for Concurrent Enrollment (College Credit). These courses have a C marked behind the course number (11112C) and will require a Pueblo Community College application with student and parent signature if the student plans to take the course for college credit. Concurrent enrollment courses are a great way for students to earn college credit while in high school. However, students must pass concurrent enrollment classes with a “C” or better. If a student fails the course, they are responsible for the tuition of the class.

Once all requests are entered and a master schedule is built, a schedule will be created for each student. It is imperative that students/parents request courses that are in-line with the student’s needs, abilities, and goals. Counselors will review each student’s schedule to ensure requirements are met and semesters are balanced. Students and parents will be given an opportunity to review the schedule before the end of the school year. If changes or requests are needed, please contact the CCHS Counseling Department at 275-5962 for an appointment. **Schedule changes will not be made to move a student into a course that pairs him/her with a friend, to select one teacher over another teacher that instructs the same course, or because of the time a specific course is taught. Schedule changes are not allowed after the end of this school year unless necessary due to failure.**

Schedule changes will be granted for the following reasons:

- Incomplete or conflicting schedules.
- Errors in sequencing of classes.
- Failure or inadequate grade in a prerequisite.
- Medical reasons.
- Grossly imbalanced schedule of academic classes.

By signing this form, I acknowledge and agree with my child’s course selections on the reverse side and understand my child’s schedule will not be changed for any reason not listed above.

Parent Signature _____

Date _____

Student Signature _____

Date _____