

Incoming 10th-12th Grade **Course Selection Directions 2020-2021**

Step 1: Complete your ICAP

1. If you are a returning JA student, go to <https://classroom.google.com> and go to your graduating year classroom.
2. *If you are new to JA*, please go to <http://classroom.google.com>. Click the PLUS sign in the upper right to join your graduating class by using the code below:
 - a. Class of 2023:5epibz
 - b. Class of 2022:p1bsjt
 - c. Class of 2021: ajqqdoa
3. Complete/update your ICAP plan using the resources available:
 - a. Review your transcript (it is on your Infinite Campus under Reports).
 - b. Graduation requirements are listed in the Course Description Guide, which is online in the Google Classroom. All of your Graduation Requirements must be on your ICAP.
 - c. The Course Description Guide, list of College Courses, Sequence of Courses, Sample ICAP and Graduation Requirements should be utilized in developing your ICAP (all on Google Classroom).
 - d. You may only sign up for college courses if you have attended the FRCC meeting or have taken previous college courses through FRCC at JAHS.
 - e. You may only sign up for college courses if your CE Agreement Form and Promissory Note are turned in by February 5th at 3:30 to the office AND your Concurrent Enrollment Agreement for FRCC is submitted by February 5th at 3:30 pm.
 - f. Publication/Yearbook and Student Government applications have to be turned in **online** by February 5th at 3:30 pm.
 - g. Alternate courses are elective courses you would be comfortable taking if you cannot get into your first choice electives. Select 3 alternate classes to take. Put these on your ICAP.
 - h. You must fill up your schedule regardless of your potential to go to Warren Tech or be on the campus at FRCC.
4. Submit the online ICAP plan by February 5, 2020 by 3:30 pm. (If you submit your plan, but need to make changes, simply click **unsubmit**. Then make your changes/updates and click Turn In.)

Step 2: Complete Your Online Course Selection in Infinite Campus

- **10th Grade will complete registration in the Library on Wednesday, February 5th. Skip to Step 3 of this document.**
 - **11th & 12th Graders will complete registration online at home and need to complete ALL steps.**
1. Have a copy of your ICAP in front of you when you are registering. Every course you are signing up for MUST be on your ICAP. Your ICAP is your Course Selection Form.
 2. Go to JAJAGS.com, Infinite Campus, Login.
 3. Hit More; Hit the Course Registration button.

4. Look at required courses on Infinite Campus. These have been assigned to you. If these are wrong, fill out the “Course Error Form” online in Google Classroom and submit by Wednesday, February 5th. **Please register for the CORRECT courses.**
5. **Honors Courses:** Students will register for all regular courses initially. The student is responsible for making the request for honors courses known on their Course Selection form (ICAP form) and **to the current teacher of that subject.** We will collect data on each student, including teacher recommendations and current grades in all courses, and then make the decision whether the student will be in honors courses.
6. Go to **COURSE SEARCH.** Type in the name of the course. Find the courses that you would like to take. Request these with the button on the bottom of the screen (this is easiest if you only put the first few letters of the course name in the search bar; do not put the name of the course and the number of the course both in the search line).
7. You must sign up **for your Math class and Spanish class under REQUESTED courses.**
8. For courses you definitely want, select the course under **ADD REQUEST** these courses. For courses that you would be okay with but are listed as alternates on your ICAP, select **ADD ALTERNATE.**
9. If you want Leadership, Band or Publication/Yearbook, you **MUST** sign up for both numbers.
10. Decide if you would like to take Physics (AP), AP European History and AP Spanish. These courses will **NOT** be offered if we do not have enough people to sign up for them. **ALL** sophomores currently in College US History are recommended to sign up for AP European History. If you sign up for AP European History and decide not to take it, course offerings for history will be limited.
11. **PE/Weight Training Courses:** Students may select more than one PE course if they register for the two different course numbers.
12. If you want to take **STEAM (Applied Imagination), Broadcast Technology or Audio Visual Production,** **TWICE,** you will need to use both course numbers.
13. **Computer Courses:** All students will sign up for **Intro to Computer Technology** **DESPITE** the specific computer course they would like to take. The specific computer course you take will be decided on the first day of your class. Students may take two computer courses by signing up for both Intro to Computer course numbers.
14. Sign up for enough courses to fill your schedule (minimum of 8 credits). Make sure you sign up for enough! Remember that 2 quarter classes equal 1 block!
15. Alternate courses are elective courses you would be comfortable taking if you cannot get into your first choice electives. Select 3 alternate classes to take. Put these on your ICAP.
16. You must fill up your schedule regardless of your potential to go to Warren Tech or be on campus at FRCC.

Step 3: Concurrent Enrollment

1. All information for Concurrent Enrollment is listed in the Google Classroom.
Classroom Code: Yi7prm3
2. You may only sign up for College Courses if you have attended the FRCC meeting and JAHS meeting or have taken college courses previously through FRCC at JAHS. ALL Concurrent Enrollment paperwork is in the Concurrent Enrollment Google Classroom. Please follow all guidelines. The CE Family Agreement and Promissory Note are due February 5th by 3:30 pm in the office.
3. You must have an active S Number to be a FRCC student.
4. Your **ONLINE CONCURRENT ENROLLMENT AGREEMENT** must also be completed by February 5th at 3:30 pm or you will not be able to take college courses.
5. If you are new to Concurrent Enrollment (you have never taken a FRCC course), your recommendation forms are due no later than March 1st at 3:30 pm to the office.

Step 4: Naviance

1. You **MUST** complete the following steps to update your Naviance information. This is an assignment on Google Classroom.

Log in to Naviance:

- i. Go to jajags.com
- ii. Secondary school
- iii. Student
- iv. Links for Login
- v. Naviance HS
- vi. Login with Infinite Campus login info
- vii. Click Naviance once you are in CLEVER (this is the new management system that is taking over Naviance).

Naviance Assignment

- viii. Click on “About me” still, click on “My Stuff.” Then click on “Resume” and update or develop your resume.
- ix. Then, click on “My Planner” tab; click on “Tasks.” Complete ALL assigned tasks (Usually a district ICAP survey)
- x. If you are a Junior, go back to “About Me” and click on “Postsecondary Plans.” Fill in the “Game Plan.” Save Changes.

Step 5: College Field Trip Permission Slips

1. All college field trip information for 10th and 11th graders is listed in your Google Classroom.

2. All **CURRENT** 10th and 11th graders must have field trip permission slips and money back to the office by Wednesday, February 5th at 3:30 p.m. or you will not be able to go on the college field trips.