

## Step-by-step instructions for scheduling for incoming 9<sup>th</sup> graders.

Note: If you have any questions about the process or experience any difficulty in selecting courses, please email Norm Hoekstra, registrar (nhoekstra@hollandchristian.org).

1. Download the [course selection worksheet](#) for the 9<sup>th</sup> grade from the [registrar's website \(http://register.hollandchristian.org\)](#).
2. Completing the section for required courses.  
The required courses for the 9<sup>th</sup> grade are the following:
  - a. English 1 (2 semesters)
  - b. History of Western Civilizations (1 semester)
  - c. Bible 1 (1 semester)
  - d. PE/Health (2 semesters)
  - e. Integrated Mathematics 1 (2 semesters) OR
    - If you are coming from SSMS or NSMS and have taken Int. Math. 1 in the 8<sup>th</sup> grade, then you should replace Integrated Mathematics 1 with Integrated Mathematics 2 on the worksheet.
    - If you are coming from ZCS, you are welcome to advance into Integrated Mathematics 2 if math is a strong area for you and have received a recommendation from your 8<sup>th</sup> grade math teacher. You should then circle Integrated Mathematics 2 on the worksheet.
    - If you are coming from a middle school other than SSMS, NSMS or ZCS, then you are welcome to advance to Integrated Mathematics 2 if math is a very strong area for you or you have done accelerated work in middle school. You should then circle Integrated Mathematics 2 on the worksheet.
    - If you have been recommended to take Fundamental Mathematics 1, then you should circle that instead of regular Integrated Mathematics 1.
  - f. Earth Science + Conceptual Physics (2 semesters) OR
    - If you are coming from SSMS, NSMS or ZCS and have been accepted into an accelerated science program and you intend to test out of Earth Science during the summer, then you should take Chemistry 1 and Biology 1 (2 semesters) instead. You will receive notification from Mrs. Beerens by the end of January if you have been accepted into this program. If you have agreed to be accepted into this program, replace Earth Science and Conceptual Physics with Chemistry 1 and Biology 1 on the worksheet.
    - If you are coming from a middle school other than SSMS, NSMS or ZCS and wish to be considered for the accelerated program above, please contact Mrs. Sheryl Beerens (sbeerens@hollandchristian.org).

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3. Completing the section for Electives.
  - a. You will need to select 4 semesters of electives.
  - b. If you will be in Band, Choir or Orchestra, this will fill 2 of your 4 slots for electives. Write either band, choir or orchestra in the electives section of the worksheet.
  - c. If you will be taking a Spanish 1 or Latin 1, this will fill up 2 of your 4 slots. Write Spanish 1 or Latin 1 in the electives section of the worksheet. If you have questions about foreign language selection, please refer to the ["Choosing a Foreign Language"](#) document available at the registrar's website.
  - d. If you have elected to take BOTH a music class and a foreign language as described above, then you are finished completing the form.
  - e. If you have elected to take either a music class or a foreign language, but not both, you will need to select 2 one-semester electives from the list on the next page of this document. For descriptions of these electives, please refer to the "Descriptions of Common Freshman Electives" document available at the registrar's web site. Write the 2 electives you have chosen on your in the electives section of your worksheet.
  - f. If you have not elected to take either a music class or a foreign language, then you will need to select 4 one-semester electives from the list on the last page of this document. For descriptions of these electives, please refer to the ["Descriptions of Common Freshman Electives"](#) document available at the registrar's web site. Write the 4 electives you have chosen on your in the electives section of your worksheet.
  - g. If you have received educational support from ESS in middle school, you should sign up for a study hall both semesters. The ESS staff will meet with you later to determine placement for that study hall period.
4. Completing the Alternate Requests section of the worksheet.
  - a. If you elected to take both a music class and a foreign language, you may leave this section blank.
  - b. If you have elected to take a music class Plus a full year of study hall, you may leave this section blank.
  - c. If you have elected to take a foreign language PLUS a full year of study hall, you may leave this section blank.
  - d. Everyone else should select 2 one-semester electives from the list on page 3 of this document. The registrar will use these to complete your schedule in the event that one of your requested one-semester electives cannot be scheduled for some reason. This may happen if an elective you requested conflicts with another elective in such a way that both courses cannot be scheduled in the same year. This may also happen if there is inadequate interest in an elective and it ends up being withdrawn during the scheduling process.

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5. Once you have completed your course selection worksheet, you can proceed to submit your course selection.
  - a. If you are coming from SSMS or NSMS, you can log onto [PowerSchool](#) as you would to check grades and attendance. Click on the Class Registration icon and follow the instructions there.
  - b. If you are coming from ZCS or any other middle school, you may use the "[Course Selections via Electronic Form](#)" link available on the registrar's page.
  - c. If you experience any problems with submitting course requests or have any questions, please email Norm Hoekstra, registrar ([nhoekstra@hollandchristian.org](mailto:nhoekstra@hollandchristian.org)).

<b>One-Semester Electives</b>	<b>Course #</b>
1st semester Study Hall	0001
2nd semester Study Hall	0003
Clothing 1	0080
Debate/Public Speaking	2191
Drama 1	2117
Drawing	0261
Fibers (must also request either General Art or Drawing)	0366
General Art	0161
Keyboarding 1*	1151
Intro Keyboarding/Computer Apps*	1152
Intro. Technology 1 (Woods & Plastics)	0090
Intro. Technology 2 (Metals & Electrical)	0092
Robotics Engineering 1	0070
Robotics Engineering 2	0071
* Note: Do not request both Keyboarding 1 and Intro Key/Comp Apps due to overlap of content.	