



Senior High – 2022-23 Schedule & Course Change Information

Hello SCS Senior High Families!

We trust you had an amazing summer full of rest, adventures, and time to connect with the ones you love. We are very excited to welcome Mr. Kevin Winkel to our SCA family as our Junior High Assistant Principal. We are also so pleased that Mrs. Naomi Arzate returns to us this fall as our Senior High Assistant Principal. Both Mr. Winkel and Mrs. Arzate can be reached by contacting our school office or by emailing them directly at kevin.winkel@eips.ca and naomi.arzate@eips.ca.

1. **Student Schedules** – All students will have the opportunity to view their schedules beginning at 4pm on Friday, August 19th. Schedules will be available for viewing through [student](#) and [parent](#) portals. *New families who do not yet have access to PowerSchool will receive their PowerSchool login information and a copy of their child's schedule via email on August 19th as well.*
2. **Course Change Requests** – *There will no longer be set days for in person course changes.* Please note that course changes can only be made for specific student success planning including post-secondary admission requirements. All (High School) requests will need to be made using this [High School Course Change Request Form](#). In order to have any changes to schedules complete prior to the 1st day of school, students will need to have submitted the form prior to August 23rd. Grade 12 students, please be aware of the diploma requirements when viewing or requesting changes to schedules. Each request will be reviewed by school administration and students will be contacted via email with the result of their request.
3. **Summer School** – If your child successfully completed a summer school course and their schedule needs to be modified to reflect that, please include this information when requesting a change using the course change request form above.
4. **Diploma Requirements** – students going into Grades 11 and 12 should check to make sure they are registering for the correct courses that they need for an Alberta High School Diploma. A convenient planning document for that purpose is found [here](#). You can check what courses you are missing by signing into [MyPass](#). If you do not have a MyPass account please submit a **personal** student email address (not their EIPS email address as it will disappear once they graduate) on [this document](#).

5. **Post-Secondary Requirements** – students should also check to make sure they are taking the courses that they will need if they are planning to enter post-secondary training. Check the Alberta Learning Information System [ALIS](#) or the requirements for many post-secondary programs.
6. **Career Counselling** – Mrs. Dion Matheson is our school counsellor and her role at our school includes career counselling. Mrs. Matheson is an excellent resource should your child be interested in collecting some information as well as preparing for Post-Secondary. Stay tuned for information on Post-Secondary Info sessions planned for next year! Mrs. Matheson can be reached directly via email (dion.matheson@eips.ca).
7. **CALM (Career & Life Management)** – Just a reminder, online CALM is no longer an available option for our students for the upcoming school year. Students who selected CALM online have been placed in an in person CALM class that fits within their individual schedule.
8. **Next Grade Level Course Waitlist** – Students who completed the Request form for a next grade level course in the spring, will be notified of their enrollment status on Monday August 29th via email. This information will also be reflected in PowerSchool and available for viewing through Student & Parent Portals.
9. **Off Campus Education** (Green Certificate, RAP & Work Experience) are part of our Off Campus Education programming. Students will not be scheduled for these courses until they have reached out to Mr. Rempel directly (fred.rempel@eips.ca) to ensure they have a plan in action (ie. current employment with an approved employer). Please contact Mr. Rempel directly for more information on our Off Campus Education programming.
10. **Fees for Option courses** – many of our option courses have a fee associated with them to cover the costs of materials used by students in the course. For more detailed information on our school specific fees, please click [here](#).

If you have further questions, contact Mrs. Arzate (naomi.arzate@eips.ca)
or Mrs. Khajavi (allisen.khajavi@eips.ca).

Looking forward to welcoming all our current and new students back for another great year! :)