



Senior High – 2023-24 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!

As we look forward to welcoming your child(ren) to school this fall, we would also like to take this opportunity to formally welcome Mrs. Kyla Harding to the SCS family! Mrs. Harding is our Senior High Administrator and comes with a wealth of knowledge and experience and we feel so blessed to have her join us here at SCS! Mrs. Harding's contact information is available through our contact form on [our website](#).

1. **Student Schedules** – All students will have the opportunity to view their schedules beginning at 4pm on Friday, August 18th. 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 18th as well.*
2. **Timetable** – For access to our 2023-24 School Timetable including room assignments, please click [here](#).
3. **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 21st, end of day. For Grade 12 students, please be aware of the diploma requirements when viewing or requesting changes to schedules. Each request will be reviewed by the school administration, counsellor and/or registrar and students will be contacted via email with the result of their request.
4. **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.
5. **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](#). Students will have an

opportunity to attend a MyPass set up session with Mrs. Khajavi throughout the school year. Stay tuned for more information on that.

6. **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.
7. **Career Counselling** – Mrs. Dion Matheson is our school counsellor and her role at our school includes career counselling. Mrs. Matheson is a great 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).
8. **CALM (Career & Life Management)** – Just a reminder, online CALM is no longer an available option at SCS. Students who selected CALM have been placed in an *in class* CALM that fits within their individual schedule.
9. **Next Grade Level Course Requests** – Students interested in potentially taking a next level course (example: Biology 30 in Grade 11) need to complete [this Google Form](#). Please review the information located at the top of the form to ensure a thorough understanding of this process.
10. **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.
11. **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. Harding](#) or [Mrs. Khajavi](#).

We are so looking forward to welcoming all our current and new students back for another great year!

See you soon!
SCS Office Team