

## Northview HS Scheduling FAQs

- **What if my teacher did not register me for the correct course?**

Make a correction on your course verification form by crossing out the incorrect course and by writing in the correct course, and getting a teacher's approval (email from teacher to counselor will be reviewed)

- **How do I find out about electives?**

The 2025-2026 Course Catalog will be found online at [www.northviewhigh.com](http://www.northviewhigh.com) Course descriptions, requirements and pre-requisites are listed in the catalog

- **Which courses require an application or audition?**

Several of our courses are permitted by application only. These courses are Literary Magazine, Yearbook, Newspaper, Work-Based Learning Program, Mentorship, Peer Facilitator, and Introduction to Teaching. Applications will be available from the course teacher and information will be given out during pre-registration. Auditions are required for placement in all Band, Orchestra, and Chorus programs. See the teacher for more information. The NHS course catalog has teacher and room information.

- **How do I register for an AP course?**

All students who wish to take an AP course next year are encouraged to watch our AP Informational videos released on January 21, 2025. Current teachers will make placement recommendations for all on-level, honors and AP courses.

- **How do I find out about AP summer assignments?**

Students will receive the summer assignments from their AP teachers and summer assignments will be posted on the Northview HS website: [www.northviewhigh.com](http://www.northviewhigh.com)

- **What if I requested an AP course, and met all requirements, but the course is not showing up on my course verification sheet?**

If you applied for an elective AP course and it is not showing on your list, you may not have met the grade requirement, course pre-requisites, or other criteria set for the AP course. If you did not have the grade to be placed in an elective AP course you will have an opportunity to fill out and obtain a parent signature on a "Course Waiver" form.

- **How do "Course Waivers" work?**

During the week-long time frame of April 14<sup>th</sup> through April 18<sup>th</sup>, you may complete an Academic Waiver. Waiver forms will be available online only. This is the only week that the forms will be available. Students may submit waivers for the following reasons: **1.** You applied for an AP class by the deadline of February 7<sup>th</sup>, did not have the current grade requirement and wish to be re-considered for the AP class. If your final grade average for the semester is within 3 points of the grade requirement, and ALL other requirements are met, you will be placed in the course, only if space is available. **2.** You wished to be enrolled in an Honors level course, but did not meet the grade requirement at the time that teachers made entries. If your final grade average for the semester is within 3 points of the grade requirement, you will be placed in the course. No other exceptions will be made for waivers into courses. **3.** Students may apply for a maximum of 2 course waivers.

- What if I want to take Personal Fitness or Economics online or in Summer School? What is the procedure?

Students who wish to register for an online class during the summer must meet with their counselor after Spring Break (date will be announced) to get the proper paperwork to sign up for the course. Students who need these courses for graduation will be required to fill out a Request to Complete Graduation Requirements Outside of the Regular Schedule. Students will then be obligated to take these courses online or through summer school. If a student fails to complete a summer school or online program, they will need to retake the class online at a later date. We will not be able to add the course back on to the student's schedule in August.

**All online course requests must be submitted by the deadline - May 12th - this is for SUMMER, FALL and SPRING semesters.** The blue online request forms are located in the counseling office.

- What if I think about my schedule all summer and decide to make changes when school starts?

We will be adhering to a strict timeline for course registration. Students will be given four opportunities to make requests and changes to their schedule: **1) AP Elective Commitment Form due date in February and first course verification 2) Second verification of course requests in February 3) Waiver requests in April. 5) Any additional elective/schedule changes by May 22nd.** Requests beyond this time frame will not be honored. Remember that teacher staffing, course offerings, and the creation of the master schedule will be based on accurate course registration. Any changes after our stated deadlines have the potential to cause major impact on the above items and cannot be considered. If you follow our prescribed timeline and deadlines, you will have ample opportunity to explore your options, speak to your parents and counselor, speak to colleges, and make appropriate choices for your courses next year.

- What if I do not complete my AP or Honors Summer Assignments? May I drop the class in August?

**No.** Once you register to take an AP course and are approved for the class, you are making a one year commitment. Failure to complete summer assignments or any assignment is not a reason to drop a course. Your AP teacher will assign an appropriate grade for missing or incomplete summer work and you will continue in the class. Please make sure if you register for an AP course that you intend to work hard from the beginning.

- What if I realize over the summer that the college I want to apply to requires an additional year of Fine Art, Social Studies, World Language, etc? Can I request to add it in when school starts?

Again, any requests past the deadline in May will be difficult to honor. We will do our best during the first 10 days of the semester to accommodate "preference" scheduling requests, but seats are limited. Counselors met with each junior during their Junior Status Conference to stress the importance of researching colleges to see what courses would be required for admission. All course selections need to be made by our deadlines so find out what your chosen colleges are requiring now and get it on your schedule so you don't miss an opportunity for admission to your post secondary institution.

- I need to make up a class(es) that I failed. How do I register for online or summer school courses? Please see your counselor after Spring Break (dates will be announced). Summer school registration requires an application. Online options are limited to Fulton Virtual School and Georgia Virtual School and also require paperwork and approval. Your counselor will need to discuss your intentions and decide if this request is appropriate given your individual circumstances.

**Online course deadline - May 12th is the deadline to request an online class for SUMMER, FALL and SPRING semesters.** The online course request forms are located in the counseling office and on the counseling page of the NHS website.

- What happens if I do not take the proper classes in summer school or online and I am not on track for graduation?

Students must have a certain amount of credits to be promoted to the next grade level. Students must earn 5.0 units to be promoted to 10<sup>th</sup> grade, 11.0 units to be promoted to 11<sup>th</sup> grade, and 17.0 units to be promoted to 12<sup>th</sup> grade. If a student does not make up a failed course and does not have the required units for promotion, they will be retained in a lower grade level and placed in a lower grade level homeroom for the year. Please see your counselor to develop a plan to get back on track. On-time graduation could be in jeopardy if you neglect to get caught up.

- I was registered for a class when I turned in my final verification, but my counselor/teacher has contacted me to let me know that the course has been removed. Why did this happen?

Course placements are contingent on the final un-weighted second semester grade. If a student was previously registered to take an Honors, AP or other course that requires a specific grade, but the student's second semester grade drops well below this requirement, the student will be dropped down to the on-level course, or placed in an alternate course. It is imperative that students maintain high grades through the end of the second semester if they wish to be considered for placement in an AP, Honors or other course that requires pre-requisite grades.

- What if a class I want is cancelled, full, or does not work in my schedule?

If a class you registered for is cancelled, full or does not work in your schedule, all attempts will be made to place you in one of your alternate choices. If no alternate choices are made your classes will be chosen for you based on availability by period. If you chose alternate courses but there is a major conflict with your schedule, all attempts will be made to contact you so that you may choose from available options.