

High School Referral Online & In-Person

Academic Year 2021-22

Classes Start
September 13

Classes End
May 26

Last day to start a class is
April 11

AVAILABLE CLASSES

ENGLISH & SOCIAL STUDIES

English 1, 2, 3, & 4 (A/B)
Economics
Government
US History A/B
World History A/B

MATH

Algebra 1 A/B*
Algebra 2 A/B*
Integrated Math 1 A/B*
Integrated Math 2 A/B*
Geometry A/B*
Pre-Algebra A/B

**Making up a grade (repeat) only*

SCIENCE

Biology A/B*
Chemistry A/B*
Earth Science A/B (not a-g approved)
Physical Science A/B

**Making up a grade (repeat) only*

ELECTIVES

Art Expression A/B
Health
Psychology
Sociology

How to Start a Class

Contact your high school counselor for a referral.

How to Register

- Go to the [HSR Orientation website](#) and complete the:
 - HSR Student Registration Form (all students)
 - Noncredit Application (new students only)
 - California Community College Student ID Application (TBD)
- Please DO NOT use your school email address on these forms as many districts block Mt. SAC emails.
- A parent or legal guardian must also authorize your class.
- Your counselor must also approve your class placement.
- We will send you a confirmation email once you are placed into your class and you can start class immediately after you receive the email.

General Information

- Students can take one class at a time.
- Your course will be accessible via [Canvas](#) online.
- Students can come to Mt. SAC to meet with instructors and tutors and get in-person assistance.
- Most courses are certified as fulfilling the UC/CSU "a-g" & NCAA subject requirements (our CEEB Code is 053703).

Class Schedule & Instructor Support

- Instructors and tutors are available to help you:
 - Online Monday-Thursday from 4-8pm
 - In person Mondays & Wednesdays from 4-8pm
- You create your own schedule and work at your own pace.
- Classes are designed to take approximately 75 hours to complete.
- You can start a class any time between September 13th and April 11th. You must finish your class by May 26th.

Required Orientation

- Please view the [orientation video](#) as it covers how to access and use Canvas as well as class procedures and policies.

Will classes be online all year?

Yes! You can take your class entirely online, entirely in-person or do both!

Go to www.abeupdates.com for help with your Mt. SAC Portal or Canvas & general updates!

HSR Guidelines 2021-22

PROGRAM GOALS:

To provide students with the opportunity to retake high school classes, earn a higher grade, and make up credits.

REGISTRATION & ORIENTATION

- To register and complete orientation, visit the [HSR Orientation website](http://www.abeupdates.com/hsrorientation) at www.abeupdates.com/hsrorientation
- Please do not use your school email address to register.
- Most math & science classes are only available to make-up a grade and not for original credit/get-ahead credits.
- You can come to Building 30 on the Mt. SAC campus if you need assistance with the registration process or email omiri@mtsac.edu.

Classes Start
September 13
Classes End
May 26
Last day to start a class is
April 11

ATTENDANCE POLICY:

- New students must watch the [orientation video](#) before starting class.
- Students can create their own schedule as course materials are accessible via Canvas 24/7.
- Instructors and tutors are available if student have questions or need help with the material or assignments Instructors are available online Monday-Thursday 4-8pm and in person in Building 30 at Mt. SAC Mondays & Wednesdays from 4-8pm.
- Classwork will take approximately 75 hours to complete.
- Students must complete all of the work for their class before their instructor will allow them to take the final exam.
- Students must complete their class by May 26th. No extensions or carry-over of course(s) will be allowed.

ONLINE COURSEWORK:

- All coursework will be done online through the Mt. SAC Canvas App and must be done by the student without outside assistance (including online resources, peers, family, etc.). Students will not need a textbook.
- Students must be able to access Canvas online in order to complete the class.
- The [orientation video](#) covers how to access and use Canvas as well as class procedures and policies.
- Students may need to check in periodically with their instructors via Zoom (as required by their instructor).

PROGRESS AND CREDITS:

- Students must start their final class by April 11th and complete it by May 26th.
- Students can only take one class at a time, but can start another class when they finish a class.
- Students are required to complete all required coursework by the last day of class indicated above, including submitting assignments, projects, quizzes, and tests as specified by the teacher.
- Students must achieve a "C" (70%) or better overall grade for the class. Credit will not be issued for any grade lower than a C.
- Upon completion of your course, an official transcript will be mailed to your school. The student will also be sent an email with their grade. Please check with your home high school's registrar to ensure they received your grade.

STUDENT SUPPORT & PROGRESS CHECKS:

- Sherrie, the High School Referral counselor, is available if you need assistance. She will post her Zoom and contact information in Canvas. If you have any questions, her email is sjansen1@mtsac.edu.
- Parents may email Sherrie to check on their student's progress.
 - Adult Basic Education Center staff are responsible for verifying that any adult inquiring about the progress of a minor is the legal parent or guardian.
 - Any school official inquiring about the progress of your child will be given any and all necessary information.

DISCIPLINE POLICY:

- If a student is found to be violating the Mt. SAC Standards of Conduct, they will be required to meet with Omideh Miri, Assistant Director, via Zoom to discuss the infraction. If the behavior persists, or another violation occurs, the student will be referred to Mt. SAC Student Life and may not be able to complete the course.

Students who engage in cheating or plagiarism are subject to immediate dismissal from the High School Program.