

High School Referral Online

Summer 2022

CLASS SCHEDULE

June 6th - July 14th

**You must start on June 6th
if you need two classes
and by June 27th if you
only need one**

AVAILABLE CLASSES

ENGLISH & SOCIAL STUDIES

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

MATH

Algebra 2 A/B
Integrated Math 1 A/B
Integrated Math 2 A/B
Geometry A/B

SCIENCE

Biology A/B
Chemistry A/B
Earth Science A/B
Physical Science A/B

ELECTIVES

Health
Psychology A/B
Sociology A/B

How to Start a Class

Contact your high school counselor for a referral.

How to Register

Go to [the HSR Registration website](#) to submit your HSR Application and complete the SCE Noncredit Application (if you don't already have a Mt. SAC ID#). You will not be enrolled into class until these steps are completed. A parent or legal guardian must also authorize you to be in the class and your counselor will notify us of your class placement.

General Information

- Students can complete a maximum of 10 credits.
- If you're taking two classes, you must start on June 6th. If you're taking one class, you must start by June 27th.
- You create your own schedule to complete the online work, but there are daily check-ins (Monday-Thursday) at a convenient time between 2:30pm-8:30pm.
- You must attend a mandatory Zoom orientation on or before your first day of class. Orientation times and the Zoom link will be emailed to students in early June. If you miss orientation, you could be dropped from your class.
- You must finish your class(es) by July 14th. No extensions.
- All of the summer courses are certified as fulfilling the UC/CSU "a-g" subject requirements.

What if I need help?

Your instructor will be available Monday-Thursday on Zoom for daily check-ins and to provide assistance. Our High School counselor is also available to help you complete your class(es).

When will I get notified of my class placement?

- You will get an email from omiri@mtsac.edu when your application is complete (HSR Application, SCE Noncredit App [if needed] & Counselor Approval).
- You will also get an email if you're missing anything.
- Your course information and Canvas/Portal claiming instructions will be sent to you in late May.
- Feel free to email Omi at omiri@mtsac.edu if you have any questions on your application or how to apply!

**Go to www.mtsac.edu/abe for help with your
Mt. SAC Portal or Canvas & general updates!**

Summer HSR Guidelines 2022

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, visit the [HSR Registration website](http://www.mtsac.edu/highschoolreferral/reg.html) at www.mtsac.edu/highschoolreferral/reg.html.
- Students must attend a one-hour orientation on or before their first day of class (it will cover how to access Canvas as well as program guidelines).

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June 6th - July 14th

ATTENDANCE POLICY:

- Students will be dropped from the class if they miss the Zoom session on the first day of class.
- Students must take their final exam during a time period designated by their instructor.
- Students must complete their course work by July 14th. No extensions or carry-over of course(s) will be allowed for summer course(s).

ONLINE COURSEWORK:

- All coursework will be done online through the Mt. SAC Canvas App. Students will not need a textbook.
- Students must be able to access Canvas online in order to complete the class.
- On June 6th, the instructors will hold a mandatory Zoom to review class procedures and policies. (Late start students will meet with their instructors on their first day of class.)
- Students will need to briefly check-in Monday-Thursday between 2:30-8:30pm or as required by their instructor.

PROGRESS AND CREDITS:

- Students who only need **one course** (one semester) can begin any time between June 6th and June 27th.
- Students who need **two courses** (two semesters) must start class on June 6th.
- Students are required to complete all required coursework by July 14th, 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. A record of course completion will not be sent home. Please check with your home high school's registrar to ensure grades have been received.

STUDENT SUPPORT & PROGRESS CHECKS:

- Sherrie, the High School Referral counselor, is available throughout the week if you need assistance. She will post her Zoom and contact information. If you have any questions, her email is sjansen1@mtsac.edu.
- Parents may email Sherrie to check on their student's progress.
 - The Adult Basic Education Center staff is 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.