

# Calvary Christian Academy

## Course Selection Instructions



**The Course Selection Portal** opens soon after the end of the 3<sup>rd</sup> Marking Period.

Make sure to check CCA's School Calendar for the date that the Scheduling Portal opens and closes.

**Teachers recommend core classes.** Class levels are based upon the student's earned year-to-date grade at the end of the 3<sup>rd</sup> Marking Period, class prerequisite grades, and the student's work ethic as it is expressed in class and through their assignments. A student's desire to do better must be reflected during the regular school year. **Course placement is based upon evidence, not intention.**

**Parents may request a change of course** or change of class level. If a student is bordering the threshold for the prerequisite grade, the teacher may allow the student until the end of the school year to show evidence of improvement. If the student is not close to the prerequisite grade, the teacher will not be able to approve the request.

**Electives are chosen by students but are affected by core course assignments.** A core class may be assigned during the same period as a student's first elective choice. Core courses will take priority.

**Students are not guaranteed a chosen elective.** Students may have to choose an elective based upon what is offered during the open periods in their schedules after core courses have been scheduled. This is done through the Drop/Add process.

**The Drop/Add process is offered for the first five days of school.** After that point, course changes are only made if recommended by a teacher who feels that a student is improperly placed in a certain class or class level.

Dual Enrollment classes may be used to replace CCA classes **if a plan is in place by the end of September.** After September, students may NOT use a Dual Enrollment class to replace or drop out of a CCA class. **All Dual Enrollment classes intended to be on a CCA transcript must first be approved by Dr. Eckert.** Please do not enroll or pay for a class before receiving approval. Not all Dual Enrollment classes will be approved for a CCA transcript.

**A minimum of 28 credits are required to earn a CCA High School Diploma.** Votech and Transfer students have some leeway and may qualify for a CCA High School Diploma if they have met PA state standards for graduation and have come close to meeting CCA's requirement of 28 credits.

Descriptions for each course can be found in our Course Selection Guide.  
**CCA's Course Selection Guide is located on CCA's website under Forms.**