



# *12th grade Course Request Process*

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PRESENTED BY LHS COUNSELORS

DEN 1 MS. BIGLER

DEN 2A MS. SILVA

DEN 2B MS. MAGAÑA

DEN 3 MS. MOORE

DEN 4 MR. REGALADO

## Latest Headlines



Course Selection for 2021-2022 School Year  
Click here for information about 2021-2022 course selection!

# Overview

Graduation Requirements

College Entrance Requirements

LHS Programs

Transcript Review

Remediation Options

Sample Schedules

Completing the Course Selection Worksheet

Online Entry

Questions and Answers

# Graduation vs. College Requirements

Subject	Graduation Must earn <b>'D'</b> or better	A-G (UC's and CSU's) Must earn <b>C</b> or better
A – Social Science	30 credits (3 years)	2 years
B – English	40 credits (4 years)	4 years
C – Math	30 credits (3 years)	3 years / <b>4 recommended</b>
D – Science	20 credits (2 years) 10 biological 10 physical	2 years / <b>3 recommended</b> 1 biological, 1 physical Must be lab science
E – LOTE Language other than English	} 10 credits (1 year) <b>OR</b> } 10 credits (1 year)	} 2 years / <b>3 recommended</b> In same language <b>AND</b> } 1 year
F – Visual/Performing/ Fine Art		
G – Electives	115 credits Any course above grad requirements counts as elective	1 year college prep elective or another A- F See doorways <a href="https://hs-articulation.ucop.edu/agcourselist">https://hs-articulation.ucop.edu/agcourselist</a>
Health	5 credits	
PE	20 credits (2 years)	
Total	270 credits	15 classes (year long)



*Students meeting the a-g requirements will be recognized with a “stole” at graduation*

# College Entrance Exams:

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**SAT**

**OR ACT**

May be required for  
college eligibility

## **PRACTICE TEST:**

PSAT – Practice SAT (11<sup>th</sup> Grade, January 26th )

PSAT 10 – Practice SAT (10<sup>th</sup> Grade, Spring)

## **ACTUAL TEST:**

SAT – Critical Reading, Essay, and Math

Spring of 11<sup>th</sup> Grade (or summer/early Fall 12th)

[www.sat.collegeboard.org](http://www.sat.collegeboard.org)

**OR**

ACT – Reading, Essay, Math and Science

Spring of 11<sup>th</sup> Grade (or summer/early Fall 12th)

[www.actstudent.org](http://www.actstudent.org)

## PADA– Public Art & Design

- The Public Art and Design Academy promotes visual arts as a hobby, lifestyle, or career pathway for aspiring high school students.

## TLC – Teaching & Learning

- Teaching and Learning Careers will give students an opportunity to explore careers in education while preparing them for college and providing a close personal learning environment.

## HC – Health Careers

- The Health Careers Pathway provides a solid foundation for Liberty students to begin their exploration in the health industry

# Academies at Liberty



Learn more  
about Liberty  
programs [here](#)

# Pathways at Liberty

Pathway	Concentrator	Capstone/Completer
Agriscience	1025 Sustainable Ag	1026 Ag & Soil Chem
Performing Arts	6000 Intro Dance Art	6003 Interm. Dance Arts
Design, Visual, and Media Arts	1302 PADA Core	1305 PADA Internship
Prod & Managerial Arts	4090 ROP TV/Video Prod	6183Q ROP Art/Video
Cabinetry, Mill & Woodworking	4060 Home Improvement	4150 ROP Contr Tech
Education (TLC)	1690 Tch/Lrn Career	1615 Internship/TLC
Education Careers with Children	2745 Dev Psych of Chlidren	2725 Education Career Core
Patient Care (A)	1060 Hlth Car Core	1214 ROP HospHlthSvc
Patient Care (B)	5582 ROP Sport Med	5589 Adv Sports Med
Food Sci, Dietetics & Nutrition	2540 Foods 1	2542 Foods: Bkg/Pst
Software & Sys Development (A)	4077 Exploring Comp Sci	4746 AP Comp Sci Principles
Software & Sys Development (B)	2325 Java Programming	4745 AP Comp Sci A
Sys Diagnostics, Service & Repair	4000 Intro Autos	4010 ROP Auto Tech

Must complete Concentrator AND Capstone/Completer (IN THAT ORDER) to complete pathway

# AP Classes

## College Level Courses

- Rigorous
- Minimum of 10-12 hours of Homework weekly!

## Potential to earn College Credit

- Exam at end of each course

G.P.A. Boost for C grade or better

## Review [Course Catalog](#)

- Additional information
- list of available courses



# Am I ready for an AP course?

Ask yourself...



## Dual Enrollment Program

- Earn college credits while still in high school
- Save time and money - Dual Enrollment courses are free
- Classes taught on your high school campus
- Taught by teachers who meet the minimum qualifications at the community college level
- Complete a college degree or certification at an accelerated rate
- Get a head start on a great GPA
- Use LMC free resources - Library, tutoring, counseling, career and transfer services and more
- Credits are transferable to most colleges and universities
- Results in a permanent college transcript

This head-start on a college education can significantly improve your chances of graduating from college with a certificate, degree or ready to transfer to another accredited institution of higher learning.

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ADJUS 110 Criminal Justice / FIRE 101 Fire Science  
CHEM 006 Intro to Chem

**Please note: LMC Fall classes will be asynchronous**

# Transcripts

## The Basics

\*Transcripts are reflective of **SEMESTER** grades and credits.

\*Semester grades are based on **December** and **June** grades

Student Name	Student ID	Grade	Birthdate	Counselor	Transcript of Student Progress																																																																																																									
Sample, Student I	000801011	11	04/01/2004	Smith, E	<b>October 30, 2020</b> <b>Liberty High School</b> <b>850 Second Street</b> <b>Brentwood, CA 94513</b> <b>(925) 634-3521</b>																																																																																																									
Parent/guardian name, address, telephone Sample, Mom 850 2nd Street Brentwood, CA 94513 - 1580 (925) 634-3521			Entered LHS from EH for 1819 3/23/2018																																																																																																											
Crs-ID	Course Title	Mark	Att/Cmp	Crs-ID	Course Title	Mark	Att/Cmp	Crs-ID	Course Title	Mark	Att/Cmp																																																																																																			
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p 1546	P-3D Design	B+	5.00	5.00	p 4630	P-Algebra 1	P	5.00	5.00																																																																																																					
p 3030	P-English 9	B	5.00	5.00	p 5140	P-Chem/EarthSys B		5.00	5.00																																																																																																					
p 3610	P-Spanish 1	A	5.00	5.00	p 5240	P-World Hist	C	5.00	5.00																																																																																																					
	4180	Woodworking	F	5.00	0.00	* 5760	PE 10th Core	A-	5.00	5.00																																																																																																				
p 4670	P-Geometry	D	5.00	5.00	* 5790	Team Sports	A	5.00	5.00																																																																																																					
p 5020	P-Living Earth	B-	5.00	5.00	Credit Att: 35.00 Cmp: 35.00 TGPA: 3.0000																																																																																																									
* 5750	PE 9th Core	A	5.00	5.00	--WORK IN PROGRESS--																																																																																																									
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	2700	Health	B-	5.00	5.00	p 3630	P-Spanish 3		10.00	0.00																																																																																																				
p 3030	P-English 9	B-	5.00	5.00	p 4690	P-Algebra 2		10.00	0.00																																																																																																					
p 3610	P-Spanish 1	B	5.00	5.00	p 5060	P-Antry/Physl		10.00	0.00																																																																																																					
p 4670	P-Geometry	C	5.00	5.00	p 5240	P-World Hist		10.00	0.00																																																																																																					
p 5020	P-Living Earth	B	5.00	5.00	p 5280	P-U.S. Hist		10.00	0.00																																																																																																					
* 5750	PE 9th Core	A-	5.00	5.00	p 5582	P-ROP Sport Med		10.00	0.00																																																																																																					
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**Transcript notes:**  
**SS** – summer school  
**CP** – College Prep (A - G)  
**S1** – Semester 1  
**S2** – Semester 2

This transcript is unofficial unless signed by a school official.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# TRANSCRIPTS

Credit required = 270

in specific courses

**Current credits:**  
(am I on track for graduation?)

**9th grade – 35+**

**10th grade – 105+**

**11th grade – 150+**

## CREDIT SUMMARY

Subject Area	Credit Req'd	Compl	Needed
English 9	10.00	10.00	-
English 10	10.00	10.00	-
English 11	10.00	5.00	5.00
Eng 12/approved crs	10.00	-	10.00
Math	30.00	20.00	10.00
Physical Ed	20.00	20.00	-
Science / Life	10.00	10.00	-
Science / Physical	10.00	10.00	-
Soc Sci / World Hist	10.00	10.00	-
Soc Sci / US History	10.00	5.00	5.00
Soc Sci / Amer Govt	5.00	-	5.00
Soc Sci / Economics	5.00	-	5.00
Fine Art / For Lang	10.00	10.00	-
Health	5.00	-	5.00
ROP / Electives	115.00	70.00	45.00
<b>* TOTALS *</b>	<b>270.00</b>	<b>180.00</b>	<b>90.00</b>

# UNSCHEDULED PERIODS

Seniors can take up to TWO unscheduled periods if 210+ credits by end of 11th

# Options for Remediation

## Summer School

- More info to come. Plan to take summer school if you failed:
  - English
  - World or U.S. History
  - Living Earth or Chemistry
  - Algebra 1 or 2
  - Geometry
  - Health

## Los Medanos College

- Must get Counselor Approval
- [www.losmedanos.edu](http://www.losmedanos.edu)

If D's for college eligibility, request in your schedule for next year or take in summer school.

# 12<sup>th</sup> Grade Sample Schedule

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1. P- Am. Gov / Econ (AP)
2. P-ERWC (Eng. 12 or AP Lang)
3. P- Algebra 2
4. P- Forensic Science
5. P- Spanish 4 (AP Span. Lang)
6. Academy internship
7. P – ROP Sports Med
8. Unscheduled



**12<sup>th</sup> Graders are eligible for 2 Unscheduled or TA**

# Submitting your Course Requests:

## Review Directions

- Read all instructions carefully

## Follow along and take your time

- We will walk you through each step. You can go back and watch the video presentation again.

## Write Out

- Write out the course number and name on your course request form
- Double check that course name and course number match
- DO NOT sign up for Leadership, yearbook, or Lions Crew

## Course Catalog

- Check the Course Catalog for requirements and course description

## Online entry

- Use the form link and enter your courses
- Link will be emailed to parent or guardian email on file
- You may only submit once!



Liberty High School  
2021-22 Senior

Course Request Form  
\*\*\* DUE Online Jan 29, 2021 \*\*\*



Scan this QR code to submit your Course Request Form online!



QR code for online entry. Parents will also receive link via email.



You will receive this form in the mail (reverse side of your transcript). Complete the worksheet to help you complete the online entry. You do not have to turn this form in.

<b>Check if participating in:</b> <input type="checkbox"/> ELD <input type="checkbox"/> IEP/Sped <input type="checkbox"/> 504 <input type="checkbox"/> Other: _____	<b>Currently enrolled in an academy and wish to continue:</b> <input type="checkbox"/> Health Careers Academy Course #1214 required elective <input type="checkbox"/> Public Art & Design Academy Course #1305 required elective <input type="checkbox"/> Teaching & Learning Academy Course #1615 required elective <b>You must include required elective in your elective selection</b>
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**READ all directions BEFORE you begin:**

- Put an **X** next to the required course you wish to take for courses 1 and 2.
- If taking math, write course number and name in 3. Otherwise, list a year-long or 2 semester courses.
- Choose electives to fill courses 4 – 8 using the Course Offering List - include course number and name.
- If choosing a semester course you must select another semester long course. Write semester 1 in column 1 and semester 2 in column 2.
- If you need to **repeat a course**, enter the correct course code in the appropriate semester box. If repeating a semester only, you must pair it with another semester course. For example, if repeating English 1 semester 1, write 3031 in semester 1 and choose another semester long course for semester 2. Repeatable course numbers can be found on Course Offering List.
- Prerequisites (requirements for course) must be met prior to taking course.
- You **MUST** include **FOUR** alternates! Failure to include alternates will result in placement in open courses.

**BUILD YOUR DREAM SCHEDULE**

(These are requests only; request does not guarantee any course, specific day, period or order of classes)

<b>Required Courses:</b>		<b>Total credits required for high school graduation: 270</b>				
<b>COURSE REQUEST FORM</b>		<b>Course #</b>	<b>Course Name</b>			
	1	5330/5335	___ Government/Economics			
		5295/5365	___ AP Government/AP Economics: Macro			
	2	3060	___ English 12			
		3120	___ AP English Literature			
		3125	___ ERWC (Expository Reading and Writing)			
	3	Math Recommended				
	<b>Electives:</b>					
	<b>Semester 1</b>			<b>Semester 2</b>		
		<b>Course #</b>	<b>Course Name</b>	<b>Course #</b>	<b>Course Name</b>	
4						
5						
6						
7						
8						
<b>Alternates: Write in 4. If 4 alternates are not listed, you will be placed in classes where room is available</b>						
1						
2						
3						
4						
<b>APPROVAL:</b> By signing below, you agree to remain enrolled in the above requests for the duration of the courses. You have read course descriptions available in the course catalog found on Liberty's webpage.						
		Student Signature _____		Parent Signature _____		
				Date ____/____/____		

If you have not received this form in the mail by January 13th, please contact your Den.

# Participating in an Academy is **OPTIONAL**

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## **Currently enrolled in an academy and wish to continue:**

Health Careers Academy Course **#1214 required elective**

Public Art & Design Academy Course **#1305 required elective**

Teaching & Learning Academy Course **#1615 required elective**

**You must include required elective in your elective selection**

- Students may not begin an Academy their senior year.
- If you want to continue in the academy you are currently in, please review the online course catalog for additional information.
- **You must include the appropriate **Academy elective** in your course requests.**

# Complete #1:

Mark the Government/Econ class you wish to take.

Course #	Course Name
5330/5335	___ Government/Economics
5295/5365	___ AP Government/AP Economics: Macro

# Complete #2:

Mark the English class you wish to take.

2	3060	<input type="checkbox"/> English 12
	3120	<input type="checkbox"/> AP English Literature
	3125	<input type="checkbox"/> ERWC (Expository Reading and Writing)

# Complete #3:

3

Math Recommended

- You must pass three years of math in high school: Alg 1 and Geometry at a minimum plus one year of Alg 2 or ACM (or higher)
- If you have satisfied math requirements you may enter an elective

# Complete # 4 - 8:

Electives (Academy, Fine Art, etc.)

**OR**

Remediation / Validation

<i>Electives:</i>				
	<u>Semester 1</u>		<u>Semester 2</u>	
	Course #	Course Name	Course #	Course Name
4				
5				
6				
7				
8				

# If You Choose a Year-long Class:

Enter the course number and title  
in semester 1 only, leave semester 2 blank

Example A:

<u>Semester 1</u>		<u>Semester 2</u>	
Course #	Course Name	Course #	Course Name
5396	<i>Psychology in Society</i>		

Example B:

<u>Semester 1</u>		<u>Semester 2</u>	
Course #	Course Name	Course #	Course Name
3642	<i>AP Spanish Lang</i>		

# If You Choose a Semester Class:

**You MUST pair it with another semester class.**

Some classes are repeatable, others are not.

Example A:

<u>Semester 1</u>		<u>Semester 2</u>	
Course #	Course Name	Course #	Course Name
5790	<i>Team Sports</i>	5790	<i>Team Sports</i>

Example B:

<u>Semester 1</u>		<u>Semester 2</u>	
Course #	Course Name	Course #	Course Name
5240	<i>World History (sem 1)</i>	3030	<i>English 9 (sem 2)</i>

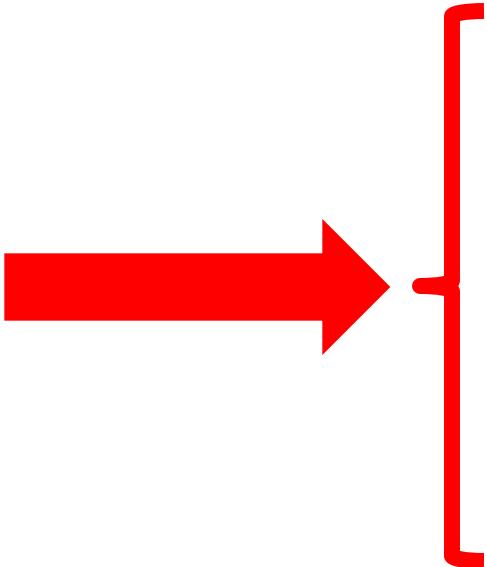
Example C:

<u>Semester 1</u>		<u>Semester 2</u>	
Course #	Course Name	Course #	Course Name
6007	<i>Yoga</i>	7698	<i>Unscheduled sem</i>



# Complete Alternates: # 1-4

Enter as you did for electives: each line will have either one year-long course or two semester courses



<i>Alternates: Write in 4. If 4 alternates are not listed, you will be placed in classes where room is available</i>				
F O R M	1	1546	3D Design	
	2	5672	Basketball tech	5792 Strength & Fit
	3	5276	hist of Afr. Amer	
	4	7689	Unscheduled	5670 bowling

**Reminder:** If 4 alternates are not listed, you will be placed in classes where room is available.

# ***REMEMBER...***

**Class numbers and names are available on your course offerings list.**



**Course descriptions and pre-requisites can be found online in the [course catalog](#).**

# Band and Choir

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Enter Band and Choir classes as an elective (or alternate).  
We will update courses after auditions (if needed).

For Band info Lindsay Kellogg [kelloagl@luhsd.net](mailto:kelloagl@luhsd.net)

For Choir info Laura Carreon [carreoni@luhsd.net](mailto:carreoni@luhsd.net)

If you want to take **Leadership, Lions Crew, or Yearbook**, email the teacher. Do not put it in your course requests.

- Leadership: Jamie Seipel [seipelj@luhsd.net](mailto:seipelj@luhsd.net)
- Lions Crew: Kristina Kohler [kohlerk@luhsd.net](mailto:kohlerk@luhsd.net)
- Yearbook: Lloyd Cornwell [Cornwell@luhsd.net](mailto:Cornwell@luhsd.net)

If you want to be a **Teacher Assistant**, communicate with the teacher you want to TA for and get approval. They will put you on an online form. You must complete this online [form](#). We will match and add you as a TA. Do not put TA in your course selection.

If you want to be a **Peer Tutor**, communicate with the teacher you want to peer tutor for and get approval. Complete this [form](#) and we will add you. Do not put Peer Tutor in your course requests.

Do not put these courses in your course selection. We will update courses when we get confirmation from the teacher who should be placed in each class.

# To Recap...

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You **MUST** request 4 alternates

Make sure Course Name and Course Number **match**

**DO NOT** sign up for Leadership, Link Crew, Teacher's Assistant, or Yearbook

If you choose a semester class, you must pick one more to go with it.

*(Example):*

<u>Semester 1</u>		<u>Semester 2</u>	
Course #	Course Name	Course #	Course Name
6007	Yoga	3030	English 1 (sem 2)

# New this year: ONLINE course entry

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Your parent or guardian will receive the link to an O365 survey.

You will need to complete this with your parent using your LUHSD office 365 account.

You will be able to submit the form ONE TIME only.

Take your time and use your course selection sheet to enter the appropriate information.

You are not returning your course selection sheet, your online selection is the only way we know what classes you want.

## Section 1: Basic Student Information

Your student ID

Student LAST name

Student FIRST name

Student middle initial

School you attended in 11<sup>th</sup> grade

Parent phone number

Student cell phone number

Parent Email

Student Email

Student's date of birth

Specific programs

Academy interest

1. Den and Counselor \*

- 1 - Bigler
- 2A - Silva
- 2B - Magana
- 3 - Moore
- 4 - Regalado
- I don't know

2. Student ID # \*

3. Student's LAST Name \*

4. Student's FIRST Name \*

5. Student's Middle Initial \*

6. What school did you attend as a 11th grader? \*

- Liberty High School
- Other

7. Parent Phone Number \*

8. Student's Cell Phone Number

9. Parent E-mail Address \*

10. Student E-mail Address \*

11. Student's Date of Birth \*

12. Check if currently participating in:

- ELD
- IEP/SPED
- 504
- Other

13. Please check Academy Interest: (optional)  
You must include required elective in your Elective Courses.

- Performing Arts & Design Academy (#1523 required elective)
- Teaching & Learning Careers (#1710 required elective)
- Health Careers Academy (#1065 required elective)

# Section 1: Basic Student Information



14. Required Courses (select 1) - American Government (semester-only course) \*

- 5330 - American Government
- 5365 - AP American Government

15. Required Course (select 1) - Economics (semester-only course) \*

- 5335 - Economics
- 5295 - AP Economics: Macro

16. Required Course (select 1) - English \*

- 3060 - English 12
- 3120 - AP English Literature and Composition
- 3125 - ERWC (Expository Reading and Writing)

## Section 2: Required 12<sup>th</sup> Grade Classes

Elective #1 : Select the length of course \*

- Semester  
 Year-Long

Year-Long Course Number and Title \*

0083 - Pre Calc

Elective #2 : Select the length of course \*

- Semester  
 Year-Long

Semester-Long Course Number and Title \*

5662 - Adv Athletics

Semester-Long Course Number and Title \*

7698 - Unscheduled (semester)

Elective #3 : Select the length of course \*

- Semester  
 Year-Long

Year-Long Course Number and Title \*

1305 - PADA intern

## Section 3: Electives

YOU WILL ENTER EACH ELECTIVE AS ONE YEAR-LONG COURSE OR 2 SEMESTER COURSES.

Elective #4 : Select the length of course \*

Semester

Year-Long

Year-Long Course Number and Title \*

5397 - AP Psychology

. Elective #5 : Select the length of course \*

Semester

Year-Long

. Semester-Long Course Number and Title \*

5670 - Bowling

. Semester-Long Course Number and Title \*

4679 - Geometry Sem 2

Elective #6 : Select the length of course \*

Semester

Year-Long

Year-Long Course Number and Title \*

7695 - PM Unscheduled

## Section 3: Electives

YOU WILL ENTER EACH ELECTIVE AS ONE YEAR-LONG COURSE OR 2 SEMESTER COURSES.

# Section 4: Alternates

YOU WILL ENTER EACH  
ALTERNATE AS ONE YEAR-  
LONG COURSE OR 2  
SEMESTER COURSES

(JUST LIKE YOU ENTERED  
ELECTIVES).

Alternate Elective Course #1: Select the length of course \*

- Semester  
 Year-Long

Semester-Long Course Number and Title \*

5792 - Strength & Fitness

Semester-Long Course Number and Title \*

5792 - Strength & Fitness

Alternate Elective Course #2: Select length of course \*

- Semester  
 Year-Long

Year-Long Course Number and Title \*

6067 - Beginning Ukuele

Alternate Elective Course #3: Select length of course \*

- Semester  
 Year-Long

Semester-Long Course Number and Title \*

6007 - Yoga

Semester-Long Course Number and Title \*

1010 - Agriscience

. Alternate Elective Course #4: Select length of course \*

- Semester  
 Year-Long

. Year-Long Course Number and Title \*

5125 - Forensic Science

\* Required

## Approval

By entering your name below, you agree to remain enrolled in the above requests for the duration of the courses and you have read course descriptions available in the course catalog found on Liberty's webpage.

Remember, you are only able to submit this form one time. Please be sure all information is accurate.

35. Student Signature \*

Enter your answer

36. Parent/Guardian Signature \*

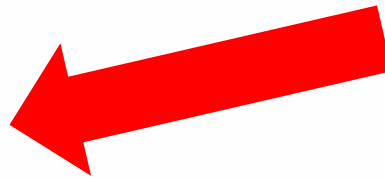
Enter your answer

37. Today's Date \*

Please input date in format of M/d/yyyy



Send me an email receipt of my responses



Back

Submit

Page 5 of 5

Esign and  
submit your  
requests

# **HOMework**

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**Complete your course request form.**

**Enter your course selections on the online form  
emailed to your parent/guardian.**

**DUE January 29th!!!**



If you do not submit your course selection, we will pick your classes for you.

**Schedule changes may not be guaranteed after online form is submitted.**

**Requesting a year-long class means **remaining** in a year-long class for the full year.**



# Drop-in support with your counselor

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We will host open zoom hours for you to drop in and ask questions.  
See you counselor's canvas page for links.

Day	Date	Time
Wednesday	January 13th	2 – 3 pm
Thursday	January 14th	12:10 – 12:40 (lunch)
Thursday	January 21st	12:10 – 12:40 (lunch)
Monday	January 25th	2 – 3 pm
Wednesday	January 27th	2 – 3 pm
Thursday	January 28th	2 – 3 pm

Please post questions in the Q & A  
We will try to answer as many as we can.

For questions after this presentation, please email us:

Den 1 – Jennifer Bigler [biglerj@luhsd.net](mailto:biglerj@luhsd.net)

Den 2A – Tanya Silva [silvat@luhsd.net](mailto:silvat@luhsd.net)

Den 2B – Irene Magana [maganai@luhsd.net](mailto:maganai@luhsd.net)

Den 3 – Quantaya Moore [mooreq@luhsd.net](mailto:mooreq@luhsd.net)

Den 4 – Manny Regalado [regaladom@luhsd.net](mailto:regaladom@luhsd.net)

You can use our counseling [webpage](#) to set an appointment.

???

QUESTIONS

???



DEADLINE:

**January 29th**

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WHERE:

**Online form**

- Sent to Parent Email (1/12)
- QR Code on Course Selection Sheet
- Counselor Canvas Page

If you do not receive your course request form in the mail by 1/13 contact Den 1 AP, Anna Perales (ext. 5214 or [peralesa@luhsd.net](mailto:peralesa@luhsd.net))



Please return to class.

Your teacher is expecting you!

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