

---

# Academic Handbook and Scheduling Procedures

Information for  
students in grades  
8 through 11.



# Academic Handbook

---

- Grade Level Classification – based on credits earned:
- 9<sup>th</sup> (Freshman) Less than 6 credits
- 10<sup>th</sup> (Sophomore) 6 or more credits
- 11<sup>th</sup> (Juniors) 12 or more credits
- 12<sup>th</sup> (Seniors) 18 or more credits



# Academic Handbook

---

- Graduation Requirements:
- Earn 26 credits as per graduation plan
- Pass the TAKS Exit Exams
- Pay all fees and fines
- Clear Attendance



# Academic Handbook

---

- Credits can be earned through: courses passed at Terrell High School, Dual Credit Courses, Credit By Examination, Correspondence Courses, and/or Summer School.



# Academic Handbook

---

- Testing
- TAKS – required for all students
- PSAT – Practice test for the SAT available to Sophomores and Juniors each October
- ACT and SAT – College entrance exams – should be taken during the Junior and/or Senior year of high school
- THEA – Entrance exam required for all public colleges/universities in Texas – should be taken before enrolling in Dual Credit courses or applying to college (unless exempt)



# Academic Handbook

---

- Advanced Placement Program
- AP classes allow students the opportunity to earn college credit while still in high school.
- Students are encouraged to challenge themselves academically via PreAP and AP coursework in their areas of strength!



# Academic Handbook

---

- Grade Point Average – used to determine class rank, Honor Graduate status, Valedictorian/Salutatorian selection, also considered as criteria for college admission requirements and scholarship eligibility
- Refer to chart detailing the point system based on semester grades.



# Academic Handbook

---

- Graduation requirements for the Regular Diploma, Recommended Diploma and Distinguished Diploma are listed in detail.
- All students at Terrell High School are assigned to at least the Recommended Plan, but can chose to complete the Distinguished Plan.
- Counselors will plan with students to ensure graduation requirements are being met.



# Academic Handbook

---

- NCAA Guidelines are included for students interested in playing collegiate athletics.
- Career Paths of Study are also included to assist students with elective courses of study.



# Academic Handbook

---

- Course descriptions are included for all classes offered at Terrell High School.
- Finally, elective choices available are listed for each specific grade level.



# Freshman To-Do List

---

- Take challenging courses
- Focus on grades – check your GPA and class rank at the conclusion of each semester
- Get help if you need it – Tutoring is available
- Think about college and career options
- Be involved in extracurricular activities, volunteer in the community and hold leadership positions
- Begin your High School Portfolio to track your activities and achievements!



# Sophomore To-Do List

---

- Continue to take challenging courses
- Continue to focus on grades and continue to track GPA and class rank
- Research college and career options
- Continue to put effort into extracurricular activities
- Take the PSAT in October
- Update your High School Portfolio



# Junior To-Do List

---

- Continue to enroll in challenging coursework including AP and Dual Credit Courses (students must pass the THEA before enrolling in college courses)
- Keep your grades up and continue to track GPA and class rank
- Visit college campuses and speak with people working in your career field of interest



# Junior To-Do List

---

- Continue to be a leader in your extracurricular and volunteer activities
- Take the PSAT in October
- Take the THEA, ACT and SAT
- Research scholarship opportunities online
- Update your High School Portfolio



# Senior To-Do List

---

- Continue challenging and dual credit courses
- Don't fall prey to Senioritis – keep your grades high
- Continue to be a leader in your extracurricular and volunteer activities
- Write a resume of your accomplishments



# Senior To-Do List

---

- Retake the ACT/SAT if necessary
- Request Letters of Recommendation
- Apply to college – be aware of application deadlines!
- Apply for scholarships
- Apply for financial aid via the FAFSA in January
- See your counselor regularly for assistance!



# Personal Graduation Plan

---

- Students will complete a Personal Graduation Plan (PGP) at home and return it to the counseling center by the stated deadline.
- Counselors will be available to meet with parents and students and will meet individually with each student.



# PGP Instructions

---

- Place a check next to the Career Field of interest to you, then list the specific career (example: check Health Science Technology, then write Nurse)
- Check the appropriate box next to your post high school plans (University, Community College, etc) then list the school or organization you are interested in attending or working for.



# PGP Instructions

---

- Check the Graduation Plan you wish to pursue: Recommended or Distinguished
- Place a check next to all tests you plan to take
- Place a check next to the Academic Goals that apply to you.
- Check any Instructional Plans you intend to pursue
- Initial, Sign and Date the Form



# PGP Instructions – 4 Year Plan

---

- Circle all classes you have passed in previous school years under the appropriate year and list the electives in the box at the bottom of the appropriate year (including this school year).
- Circle the classes you plan to take next year and list at least three electives you would like to take in the box at the bottom of the column in order of preference.



# PGP Instructions – 4 Year Plan

---

- Circle the classes and list the electives you plan to take in the years to come in the appropriate columns.
- Sign and Date the form
- Complete the Approval Sheet for any courses that require permission.
- Return all forms to the counseling center by the specified date. Students with forms completed and returned by the deadline will receive priority for elective selection.



# Counselor Contact Information

---

- Please feel free to contact your counselor to address any questions and to plan for your academic success!
- A-G Counselor – Eleanor Anderson  
[anderose@terrell.ednet10.net](mailto:anderose@terrell.ednet10.net)
- H-N Counselor – Jeff Moore  
[moorejef@terrell.ednet10.net](mailto:moorejef@terrell.ednet10.net)
- O-Z Counselor – Shannon Clevenger  
[clevengs@terrell.ednet10.net](mailto:clevengs@terrell.ednet10.net)
- 972-563-7525

