
Course Registration Process

Research and Preparation - December 2021

- View your grade and course history to review graduation requirements
 - In your Synergy page → left side tab → Course History
- Create your 4 Year Plan

[Fillable Four Year Plan - Class of 2025](#)

[Fillable Four Year Plan - Class of 2023 and Class of 2024](#)

- Start a spreadsheet or list of interests and possible classes to keep yourself organized.

Teacher Recommendations will be entered in December with teacher/student discussions taking place the week of December 13th.

Course Registration - December 20th- January 18th

- On December 15th, students will view a video created by the Office of Student Services at the county level. The video contains information about graduation requirements, career academies, Intern/Mentorship, Fine Arts, Related Arts, JumpStart, Dual Enrollment, and how to select courses in synergy. See [Video here](#).
- From December 20th^t-January 18th- Students will need to enter electives for next school year. You must have 7 classes and 3 alternates listed. Access [directions here](#), and there is a [video demonstration here](#).
- If you need a list of elective courses you can view the [Course Catalog](#) or the [course listings by grade level \(see tabs for each grade\)](#).
- Course Placement Review Form (Waiver Forms) should be submitted online this year through HCPSS Connect. If you have any concerns with any of the course recommendations, you must complete this form. See [instructions here](#) and [video demonstration here](#).

Counselor Appointment - January 10th-February 16th

- The counselor/student appointment schedule will be posted in the front hallway, sent out through Canvas, student's Office 365 email accounts, and on the Atholton High School website. Students can identify their appointment time by viewing the [Spreadsheet Here](#).
 - Write down your appointment date and time in your phone and/or on your calendar. Student appointments will be 10 minutes long. It is important for students to arrive on time and be prepared to discuss course selection for next year.