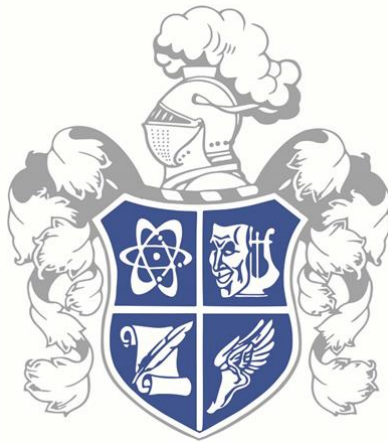


Academic Planning Guide

2018-2019



Tolleson Union High School District #214

9801 W. Van Buren Street

Tolleson, AZ 85353

Telephone: (623) 478-4000

Website: www.tuhsd.org



MISSION

TUHSD is committed to developing the potential of all students, staff and community.

VISION

Learning today, leading tomorrow!

STRATEGIC AREAS

- **College, Career and Life-Ready Students**
 - **Communication and Partnerships**
- **Creating a Highly Effective Workforce**

TUHSD Do IT With Pride!

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GOVERNING BOARD

Mr. Steven Chapman

Dr. Kino Flores

Mr. Devin Del Palacio

Ms. Corina Madruga

Mr. Freddie Villalon

DISTRICT ADMINISTRATION

Mrs. Nora Gutierrez Superintendent

Dr. Michele Wilson Assistant Superintendent of Curriculum and Instruction



Tolleson Union High School District #214

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MESA DIRECTIVA

Mr. Steven Chapman

Mr. Devin Del Palacio

Dr. Kino Flores

Ms. Corina Madruga

Mr. Freddie Villalon

ADMINISTRACIÓN DEL DISTRITO

Mrs. Nora GutierrezSuperintendente

Dr. Michele WilsonAsistente del Superintendente de plan de estudios y enseñanza



INTRODUCTION

The Tolleson Union High School District is located in the southwestern part of the greater Phoenix metropolitan area. The District is comprised of students residing in the city of Tolleson as well as parts of Phoenix, Glendale and Avondale. Five elementary school districts surrounding the Tolleson Union High School District provide students for our high schools.

Enrollment data shows that there were approximately 12,530 students enrolled at the start of the 2017-2018 school year. The District has six high schools: Tolleson Union, Westview, La Joya Community, Copper Canyon, Sierra Linda, and University High plus two alternative education programs, James A. Green Continuing Education Academy and Lighthouse Academy.

CHILD FIND NOTICE

Child find is a component of the Individuals with Disabilities Education Act of 2004 (IDEA '04) that requires states to locate, identify, and evaluate all children with disabilities, aged birth through 21. The Arizona Initiative for child find is referred to as AZ FIND.

Through Child Find processes, TUHSD is looking for any high school aged student who may be in need of early intervention or special education services via specialized instruction or specialized equipment. For all students new to the District, a teacher will complete screening activities within 45 calendar days of enrollment. The teacher and counselor will look at the student's ability in the areas of academics, vision, hearing, adaptive, communication, social/emotional and motor skills. If any concerns are noted, the student may be referred for additional support.

If you are aware of a child who may be in need of special education services, please contact the high school.

NOTIFICATION OF NON-DISCRIMINATION

Tolleson Union High School District does not discriminate on the basis of race, color, national origin, gender, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. TUHSD also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator, Office of the Superintendent, Tolleson Union High School District, 9801 W. Van Buren, Tolleson, AZ 85353, (623) 478-4000.

CONCERNS AND COMPLAINTS PROCESS

It is the objective of the Tolleson Union High School District to resolve any concerns or complaints at the lowest level, starting first with the classroom teacher before progressing to the principal, and then on to the administrators at the District Office. The District has comprehensive policies to address public concerns and complaints related to personnel, instructional resources, or facilities and services. More information on these policies and the complaint process can be found through the principal's office at your school and in the policy section KE-Public Concerns in the Governing Board Policy Manual.

The Tolleson Union Governing Board Policy Manual is available in its entirety on the internet at <http://www.tuhsd.org/>. Select *About Us*, select *Governing Board*, select *Arizona School Boards Association*, select *School District Policy Manuals*, click on *Free Public Access*, and choose *Tolleson Union High District #214*.

INTRODUCCIÓN

El Distrito de Escuelas Secundarias de Tolleson se encuentra al suroeste del área metropolitana de Phoenix y está compuesto por estudiantes que residen en la ciudad de Tolleson, así como en partes de Phoenix, Glendale y Avondale. Cinco distritos de escuelas primarias aledaños al Distrito de Escuelas Secundarias de Tolleson proporcionan estudiantes para nuestras escuelas secundarias.

Los datos de inscripción muestran que, al inicio del ciclo lectivo 2017-2018, se inscribieron, aproximadamente, 12.530 estudiantes. El Distrito está compuesto por seis escuelas secundarias: Tolleson Union, Westview, La Joya Community, Copper Canyon, Sierra Linda y University High, más dos programas alternativos de educación: la Academia de Educación Continua James A. Green y la Academia Lighthouse.

AVISO DE CHILD FIND

Child find es parte constitutiva de la Ley que se promulgó en 2004 (IDEA '04), Educación para Individuos con Discapacidades, que exige a todos los estados localizar, identificar y evaluar a todos los niños con discapacidades, desde el nacimiento hasta los 21 años. A la Iniciativa *Child Find* de Arizona se la conoce como AZ FIND.

Valiéndose de los procesos de Child Find, el Distrito de Escuelas Secundarias de Tolleson (TUHSD, por sus siglas en inglés) busca estudiantes de nivel secundario que pudiesen necesitar servicios de intervención temprana o servicios de educación especial a través de instrucción o equipos especializados. Un docente evaluará a todos los estudiantes nuevos del Distrito, dentro de los 45 días calendario posteriores a su inscripción. El docente, junto al consejero estudiantil evaluarán la capacidad del alumno en diversas áreas: académica, visión, audición, adaptación, comunicación, habilidades sociales/emocionales y habilidades motoras. En caso de detectar algún problema, se le brindará apoyo adicional al estudiante.

Si conoce a alguien que pudiese estar necesitando servicios de educación especial, comuníquese con la escuela secundaria.

AVISO DE NO DISCRIMINACIÓN

El Distrito de Escuelas Secundarias de Tolleson no discrimina en base a raza, color, nacionalidad, sexo, edad o discapacidad para la admisión a sus programas, servicios o actividades, ni en cuanto al trato de las personas o en cualquier aspecto de sus funciones. TUHSD tampoco discrimina en sus prácticas de contratación o de empleo.

Este aviso se proporciona como lo exige el Título VI de la Ley de Derechos Civiles de 1964, en la Sección 504 de la Ley de Rehabilitación de 1973, en el Título IX de las Reformas de Educación de 1972, en la Ley de Discriminación por Edad de 1975 y en la Ley de Estadounidenses con Discapacidades de 1990. Toda pregunta, queja o solicitud de información adicional respecto de estas leyes pueden dirigirse al Coordinador de Cumplimiento designado, en la Oficina del Superintendente del Distrito de Escuelas Secundarias de Tolleson, 9801 W. Van Buren, Tolleson, AZ 85353, (623) 478-4000.

PROCEDIMIENTO PARA RECLAMOS E INQUIETUDES

El Distrito de Escuelas Secundarias de Tolleson se propone como objetivo resolver cualquier inquietud o reclamo, partiendo desde las bases, interactuando en primera instancia con el docente, en segunda instancia con el director y por último con los administradores de la Oficina del Distrito. El Distrito cuenta con políticas integrales para abordar las inquietudes y las quejas públicas relacionadas al personal, a los recursos educativos o a las instalaciones y los servicios. Encontrará mayor información sobre estas políticas y sobre el procedimiento para reclamos en la oficina del director de su escuela y en la sección de políticas KE-Asuntos públicos del Manual de políticas de la Junta Directiva.

El manual completo de Políticas de la Junta Directiva de Tolleson se encuentra en Internet en <http://www.tuhsd.org/>. Seleccione *Acerca de nosotros*, seleccione *Junta Directiva*, seleccione *Asociación de Juntas Escolares de Arizona*, seleccione *Manuales de Políticas del Distrito Escolar*, haga clic en *Acceso Público Gratuito* y elija *Distrito Escolar de Tolleson Union #214*.

GENERAL INFORMATION

This course guide contains a list of high school (9th-12th grade) courses that are offered in Tolleson Union High School District (TUHSD) Schools. Graduation requirements, course prerequisites and other pertinent information are included in this guide. Students need to carefully review their options in order to make informed decisions about courses they will take to prepare them for postsecondary opportunities. It is critical to review graduation requirements before selecting courses. Technical schools, community colleges, and universities have unique requirements for entrance that may go beyond what is required to earn a high school diploma. When selecting courses, it is important to make sure that prerequisite, as well as postsecondary option, requirements have been met. Student course selections are used to develop each school's master schedule as well as to hire and assign teachers. If sufficient requests are not received, a course may not be available.

HIGH SCHOOL GRADUATION REQUIREMENTS FOR TUHSD

Each student must successfully complete a minimum of twenty-two (22) credits. Specific requirements by subjects are as follows:

English	(4.0)	US/AZ History/Geography	(1.0)
Math	(4.0)	Economics	(0.5)
Science	(3.0)	US/AZ Government	(0.5)
Health/PE*	(1.0)	Fine Arts or CTE	(1.0)
World History/Geography	(1.0)	Electives	(6.0)

*Beginning with the TUHSD Graduating Class of 2022, the successful completion of 1 full credit of Varsity (Marching) Band, Flag Line, ROTC or Dance fulfills the PE requirement for graduation. Physical activity is a required aspect of these courses.

In addition to the credit requirement, students are responsible for meeting Arizona State Board of Education testing requirements as well as completing a State required Education Career Action Plan (ECAP).

GUIDELINES FOR COMPLETION OF GRADUATION REQUIREMENTS

- A student shall successfully complete subject-area course requirements incorporating essential skills and competencies from the course of study adopted by the Governing Board and in accordance with the District adopted grading system. As an alternative to completing the course requirements, a student may request, upon showing a familiarity with the subject matter and within ten (10) days of the beginning of the course, to take the district-required assessment(s) for the course in an attempt to demonstrate accomplishment of the essential skills and competencies adopted by the Governing Board and potentially receive graduation credit. Students who pass the district-required assessment(s) will receive a "P" for a passing grade on their transcript, which will be excluded from their GPA, and receive credit for the class. Letter grades, other than "P", are not given for receiving credit for a course through the test-out process.
- A student may enroll in summer school or online classes within the District. Prior approval from school administration must be obtained in order to determine which course(s) may be taken in order to fulfill graduation requirements. Courses taken from outside of the District and without prior approval fall within the Course Placement and Transfer Procedures found on page 11 of this guide.
- TUHSD will award a diploma to any student who completes graduation requirements by earning appropriate credit at any in-district school.
- Senior year transfer students must enroll in classes that place them on track for graduation and be enrolled throughout both semesters of their graduation year. Students who transfer during the final semester of their senior year must earn two (2) TUHSD credits in order to be eligible for a TUHSD diploma.
- It is the responsibility of each student to inform the Counseling Department of his/her intention to complete requirements for graduation for purpose of participation in graduation ceremonies.
- Students who desire to graduate in **FEWER THAN FOUR (4) YEARS** must petition the administration at least one semester prior to completing the requirements necessary for graduation.
- Students may elect to return for a 9th semester or a 5th year of high school if graduation requirements are not met. At the end of four (4) years of course work, a student may pre-register for classes if it is apparent that graduation requirements will not be met.

INFORMACIÓN GENERAL

Esta guía de cursos contiene una lista de las clases del nivel secundario (9° a 12° grado) que se ofrecen en las escuelas del Distrito de Escuelas Secundarias de Tolleson (TUHSD). Incluimos en ella los requisitos de graduación, los pre-requisitos para cursar las materias y demás información pertinente. Los estudiantes deben analizar minuciosamente sus opciones para tomar decisiones fundadas en cuanto a los cursos que seleccionarán con el objetivo de ampliar sus oportunidades postsecundarias. Es fundamental conocer los requisitos de graduación antes de seleccionar los cursos. Las escuelas técnicas, los centros de estudios superiores y las universidades tienen sus propios requisitos de ingreso los cuales podrían ser más abarcativos que aquellos que se exigen para la obtención de un diploma de escuela secundaria. Al seleccionar los cursos, también es importante asegurarse de que cumplen con los pre-requisitos para el cursado de la materia y con los requisitos para las opciones de postsecundaria. La selección que realizan los estudiantes sirve para desarrollar el programa principal de cada escuela, así como para contratar y designar maestros. En caso de no recibir las solicitudes suficientes para un curso en particular, el mismo podría suspenderse.

REQUISITOS DE GRADUACIÓN DE TUHSD

Cada estudiante debe obtener un mínimo de veintidós (22) créditos. Los requisitos específicos por materia son los siguientes:

Inglés	(4.0)	Historia/Geografía de EEUU/AZ	(1.0)
Matemáticas	(4.0)	Economía	(0.5)
Ciencias	(3.0)	Gobierno de EEUU/AZ	(0.5)
Salud/Educación física*	(1.0)	Artes plásticas u Orientación profesional y técnica	(1.0)
Historia del mundo/Geografía	(1.0)	Optativas	(6.0)

*A partir de la promoción 2022 de TUHSD, la finalización exitosa de 1 crédito completo en la banda musical de la escuela, en el grupo de Flag Line, ROTC o en clases de baile, cumplirá con el requisito de graduación en el área de Educación Física. La actividad física es el aspecto fundamental de estos cursos.

Además de los requisitos de créditos, los estudiantes son responsables de cumplir con los requisitos de examen de la Junta de Educación del Estado de Arizona, así como de completar el Plan de Acción para una Carrera Educativa (ECAP, por sus siglas en inglés) solicitado por el estado.

GUÍA PARA COMPLETAR LOS REQUISITOS DE GRADUACIÓN

- Un estudiante deberá cumplir exitosamente con los requisitos de la clase, incorporando las habilidades y las competencias esenciales del curso de estudio, adoptados por la Junta Directiva y conforme al sistema de calificaciones aprobado por el Distrito. Como alternativa para completar los requisitos del curso, el estudiante puede solicitar ser evaluado por el Distrito, una vez que demuestre estar familiarizado con la temática del curso y dentro de los diez (10) días posteriores al inicio del mismo en un intento de demostrar su desempeño en las habilidades y en las competencias adoptadas por la Junta Directiva y, de ese modo, obtener el crédito para la graduación. Los estudiantes que aprueben las evaluaciones requeridas por el distrito recibirán el crédito correspondiente a la clase, reflejado en el boletín de calificaciones con una "P", en referencia a su calificación aprobatoria. Dicha calificación no se tendrá en cuenta para el GPA. No se obtendrán otras calificaciones con letras, que no sean "P", cuando se reciba crédito por un curso obtenido mediante este sistema de evaluación.
- El estudiante puede inscribirse en una clase de verano o en clases virtuales del Distrito. El alumno deberá obtener aprobación previa por parte de la administración escolar para determinar qué curso(s) cumple(n) con los requisitos de graduación. Los cursos realizados fuera del ámbito del Distrito y sin previa aprobación están contemplados en la sección Procedimientos de transferencia y selección de cursos, en la página 11 de esta guía.
- TUHSD otorgará un diploma a todo aquel estudiante que complete los requisitos de graduación al obtener el crédito necesario en cualquier escuela del distrito.
- Los estudiantes de transferencia del último año deben inscribirse en materias que sirvan a los fines de su graduación, durante los dos semestres de ese año. Aquellos alumnos que se transfieren durante el último semestre del último año deberán conseguir dos (2) créditos para obtener un diploma de TUHSD.
- Es responsabilidad de cada estudiante informar al Departamento de Orientación Escolar sobre su intención de completar los requisitos de graduación para poder participar en las ceremonias de graduación.
- Los estudiantes que desean graduarse en **MENOS DE CUATRO (4) AÑOS** deberán obtener permiso de la Administración, por lo menos un semestre antes de completar los requisitos necesarios para la graduación.
- Los estudiantes pueden realizar un noveno semestre o un quinto año de escuela secundaria, en caso de no haber reunido los requisitos de graduación. En tal caso, el alumno podrá pre-inscribirse en las clases al finalizar el cuarto (4to) año de cursado.

ADDITIONAL STATE ASSESSMENT REQUIREMENTS

Students beginning with the graduating class of 2017 are required to pass a Civics Test in order to graduate. Students must receive a minimum of 60% on this test in order to meet this graduation requirement. Students will have various opportunities throughout the school year to take this test.

REGISTRATION

Registration of current eighth, ninth, tenth, and eleventh grade students for enrollment in high school for the following year will occur prior to January of the current school year. Actual registration procedures will be explained each fall by the counselors at each high school and partner elementary school. All questions about specific course offerings and graduation requirements should be directed to the counselors.

All students, new and returning, are required to complete and return their Student Information Card signed by their parent/guardian prior to enrollment for the current or new school year.

RECOMMENDED MINIMUM COURSE OF STUDY FOR ALL STUDENTS EXTRA CURRICULAR AND CO-CURRICULAR STANDARDS POLICY

Freshman Year	Credit(s)	Sophomore Year	Credit(s)
Algebra I	1.0	Biology or Chemistry	1.0
Elective	1.0	Elective	1.0
English	1.0	English	1.0
Foreign Language	1.0	Foreign Language	1.0
Health/PE	1.0	Geometry	1.0
Integrated Science or Biology	1.0	World History/Geography	1.0
Junior Year	Credit(s)	Senior Year	Credit(s)
Algebra II	1.0	Economics	0.5
Chemistry or Physics	1.0	English	1.0
Elective	1.0	Elective	3.0
English	1.0	Math	1.0
Fine Arts or CTE	1.0	United States/Arizona Government	0.5
United States/Arizona History and Geography	1.0		

Every college and university has its own entrance requirements.

Students need to contact the college/university they are interested in attending to learn of other entrance requirements.

Tolleson Union High School District has a co-curricular policy for its students. If a student is interested in participating in any sport or organization, he/she should obtain information from the Administration Office at his/her school.

REQUISITOS ADICIONALES PARA LA EVALUACIÓN DEL ESTADO

A partir de la promoción de graduados 2017, los estudiantes deberán aprobar un examen de educación cívica, con un mínimo del 60%, para poder graduarse y contarán con numerosas oportunidades durante el año escolar para tomar el examen.

INSCRIPCIÓN

La inscripción de los actuales estudiantes de octavo, noveno, décimo y undécimo año para el siguiente año lectivo se realizará antes de enero del año escolar actual. Cada otoño, los consejeros de cada escuela secundaria y de su escuela primaria asociada, explicarán los procedimientos de inscripción. Todas las preguntas sobre los cursos ofrecidos y sobre los requisitos de graduación deberán dirigirse a los consejeros estudiantiles.

Todos los estudiantes (nuevos y retornantes), deben completar y devolver la Ficha de Información del Estudiante, firmada por sus padres/tutores, antes de la inscripción al año escolar actual o nuevo.

PROGRAMA DE ESTUDIO BASICO RECOMENDADO PARA TODOS LOS ESTUDIANTES POLÍTICA DE NORMAS EXTRA CURRICULARES Y CO-CURRICULARES

Noveno año	Crédito(s)	Décimo año	Crédito(s)
Álgebra I	1.0	Biología o Química	1.0
Optativa	1.0	Optativa	1.0
Inglés	1.0	Inglés	1.0
Idioma extranjero	1.0	Idioma extranjero	1.0
Salud/Educación física	1.0	Geometría	1.0
Ciencias integradas o Biología	1.0	Historia/Geografía del mundo	1.0
Onceavo año	Crédito(s)	Doceavo año	Crédito(s)
Algebra II	1.0	Economía	0.5
Química o Física	1.0	Inglés	1.0
Optativa	1.0	Optativa	3.0
Inglés	1.0	Matemáticas	1.0
Artes plásticas u Orientación profesional y técnica	1.0	Gobierno de los Estados Unidos/Arizona	0.5
Historia y Geografía de Estados Unidos/Arizona	1.0		

Cada centro de estudios superiores y cada universidad posee sus propios requisitos de ingreso.

Los estudiantes deberán ponerse en contacto con el centro de estudios superiores/universidad al que les interesa asistir para conocer sus requisitos de ingreso.

El Distrito de Escuelas Secundarias de Tolleson tiene una política co-curricular para sus estudiantes. Si un alumno desea participar en cualquier deporte u organización, deberá informarse en la Oficina de Administración de su escuela.

COURSE PLACEMENT AND TRANSFER: DETERMINING COMPETENCY FOR CREDITS REQUIRED FOR GRADUATION

It is necessary to standardize other ways by which a student may earn high school credit and satisfy graduation requirements.

Transfer students who plan to graduate from a TUHSD high school will be held responsible for District graduation requirements. In addition, students who transfer during the final semester of their senior year must earn two (2) TUHSD credits in order to be eligible for a TUHSD diploma. Please refer to policy JFABC, Admission of Transfer Student (Academic Transfer Credits). Acceptance of transfer credits from sources outside of TUHSD is not automatic. Coursework completed outside of the district will be evaluated to determine whether credit will be awarded. Following a transfer, the receiving school will give the student a list showing which credits were accepted as core subject credits and which were accepted as credits for electives. Within 10 days of receiving this list, a student may request to take an exam for any course accepted as an elective. If the student earns a score that demonstrates proficiency, the school will accept the transferred credit as core credit. TUHSD Governing Board Policy can be found at <http://www.tuhsd.org/>.

A transfer credit may or may not:

- Count toward the number of credits required for graduation
- Fulfill a subject area graduation requirement
- Be used to calculate grade point average
- Be weighted or not weighted for high school purposes, but not weighted for college admission
- Meet the entrance requirements for Arizona universities

Honors courses completed in another district must correlate with TUHSD honors courses in order for weighted credit to be considered.

ADVANCED AND ADVANCED PLACEMENT (AP) COURSES

All students are eligible to enroll in advanced courses pending successful completion of prerequisite courses. Parent request, guidance advisor and teacher recommendations will be key factors in placement in advanced and AP courses. Students will earn additional weights for grades of A, B, or C only.

Through college-level Advanced Placement (AP) courses students have the opportunity to explore areas that might otherwise remain unexplored. Through the AP exam system, students have the opportunity to earn credit or advanced standing at most colleges and universities. Students will earn additional weights for grades of A, B, or C only.

Note: There is a fee to take the AP exam; payable in campus bookstore.

DUAL ENROLLMENT/CONCURRENT ENROLLMENT

Students may receive both high school and community college credit while enrolled in TUHSD courses that are taught by TUHSD teachers who are approved to offer dual enrollment credit through Maricopa Community Colleges District (MCCCD) schools. Students may also receive concurrent enrollment credit if accepted to and enrolled in an approved MCCCD program (i.e. Achieving College Education (ACE) or Hoop of Learning Program).

Note: Tuition fee payments are required to enroll for dual enrollment opportunities.

SELECCIÓN DE CURSOS Y TRANSFERENCIA: DETERMINANDO LA COMPETENCIA PARA LOS CRÉDITOS NECESARIOS PARA LA GRADUACIÓN

Es necesario estandarizar otras formas mediante las cuales un estudiante de secundaria puede obtener créditos para cumplir con los requisitos de graduación.

Los estudiantes de transferencia que planean graduarse de una escuela secundaria de TUHSD deben cumplir con los requisitos de graduación del Distrito. Además, quienes se transfieran durante el último semestre de su último año deberán reunir dos (2) créditos de TUHSD para obtener un diploma de TUHSD. Consulte la política de JFABC, Admisión de un estudiante de transferencia (créditos transferidos). La validación de créditos transferidos de fuentes externas al Distrito no es automática. Se evaluará el trabajo académico completado fuera del ámbito del Distrito para determinar si se otorgará o no el crédito. Luego del proceso de transferencia, la escuela receptora proporcionará al alumno una lista con los créditos validados como créditos de asignaturas obligatorias y como créditos de materias optativas. Dentro de los 10 días de recibir esta lista, el estudiante podrá solicitar tomar un examen de cualquier asignatura validada como optativa. Si el alumno obtiene un puntaje que demuestre competencia, la escuela aceptará el crédito transferido como crédito para una asignatura obligatoria. La Política de la Junta Directiva de TUHSD se encuentra en <http://www.tuhsd.org/>.

Un crédito transferido puede o no:

- Contar como crédito para la graduación.
- Satisfacer un área requerida para la graduación.
- Ser usado para calcular el promedio de calificaciones.
- Tener valor en la escuela secundaria, pero no tener valor alguno para la admisión en una universidad.
- Cumplir con los requisitos de ingreso para las universidades de Arizona.

Los cursos de honores completados en otro distrito deben correlacionarse con los cursos de honores de TUHSD para que se considere el crédito ponderado.

CURSOS AVANZADOS Y CURSOS DE ADVANCED PLACEMENT (AP)

Todos los estudiantes pueden inscribirse en cursos avanzados una vez que completen exitosamente los cursos pre-requeridos. La solicitud de los padres, la orientación de un consejero estudiantil y las referencias de los docentes serán factores clave para la colocación en cursos avanzados y en cursos de AP. Las calificaciones de A, B o C de los alumnos tendrán mayor peso.

A través de los cursos Advanced Placement (AP) de nivel universitario, los estudiantes tienen la oportunidad de explorar áreas que de otro modo permanecerían inexplorables. A través del sistema de examen para el AP, los estudiantes tienen la oportunidad de obtener créditos o de conseguir una mejor posición en la mayoría de los centros de estudios superiores y universidades. Las solicitudes tendrán mayor peso si las calificaciones de los estudiantes son de A, B o C.

Nota: para tomar el examen AP deberá abonar una tarifa en la librería del campus.

INSCRIPCIÓN DOBLE/INSCRIPCIÓN SIMULTÁNEA

Los estudiantes pueden recibir créditos tanto del nivel secundario como del nivel superior mientras estén inscritos en cursos de TUHSD, dictados por docentes del distrito, autorizados a ofrecer créditos de inscripción doble a través de las escuelas del Distrito de Centros de Estudios Superiores de Maricopa (MCCCD). Los estudiantes también pueden recibir crédito simultáneo si se inscriben y son aceptados en un programa aprobado por MCCCD (por ej., Achieving College Education (ACE) o Programa Hoop of Learning).

Nota: se requieren pagos de aranceles para inscribirse en las opciones de inscripción doble.

GRADING SYSTEM

The District has adopted a two-level, weighted grading system. Both Advanced Placement (AP) and Advanced courses earn an extra point for a "C" or higher. Approved summer school courses are included in the grade point average (GPA).

The following grade point system is used to calculate GPA, Honor Roll, and Class Rank:

<u>Letter Grade/Indicator</u>	<u>Percent Range</u>	<u>Accelerated Points</u>	<u>Regular Points</u>
A – Superior	90-100%	5.0	4.0
B – Good	80-89%	4.0	3.0
C – Average	70-79%	3.0	2.0
D – Barely Passing	60-69%	1.0	1.0
F – Fail	59% and below	0.0	0.0
P – Pass	N/A	N/A	N/A
I – Incomplete	N/A	N/A	N/A
AU – Audit	N/A	N/A	N/A
NC – No Credit	N/A	N/A	N/A

The District includes grade points for all courses except Teacher Aide, Peer Tutor and those for which students earn credit through test out. For these courses, a letter grade of "P" or "F" is given. Students who pass are awarded elective credit, but no points are accumulated toward GPA.

A grade indicator of "I" may be used by a teacher at the end of the grading period whenever a student, due to illness or extenuating circumstances, has not had sufficient time to demonstrate mastery of course requirements. Students will have 15 days following the completion of a semester to make-up all work and receive a letter grade.

PROGRESS REPORTS/REPORT CARDS

Parents and students are highly encouraged to monitor student progress via Parent/Student Vue. This is available online or via an app. Parents may obtain access and login information from their student's school. Final grade reports for each semester can be printed from this online resource for personal records. Those unable to print out grade reports are welcome to request a copy from the school. Only the final grade for each semester is entered on the student's official transcript. Students receiving accommodations or modifications to the content may be issued an additional report.

REPEATING COURSES

Though all courses may be repeated to raise a grade, core credit toward graduation is only earned once for any class. In the case of a repeated core course, only the higher grade is documented for core credit.

QUALIFICATIONS FOR ACADEMIC HONORS

A student may qualify for Academic Honors at their high school by earning a minimum weighted semester Grade Point Average (GPA).

GRADUATION HONORS

The schools will recognize the top 1% of each school's graduation class as graduating with Highest Distinction, the top 3% with High Distinction, and the top 10% with Distinction.

FOREIGN EXCHANGE STUDENT POLICY

Tolleson Union High School District supports and encourages its students to broaden their educational experience and cultural awareness by participating in a foreign exchange program. To ensure quality and continuity in a student's academic growth, the following rules and procedures will apply to all foreign exchange program participants:

- The foreign exchange program must be recognized and approved by the Arizona Department of Education;
- The student must obtain a recommendation from his/her advisor and permission from the Principal;
- The student's grade point average is not affected by participation in a foreign exchange program;
- The student's class rank will be reinstated upon re-enrollment in the Tolleson Union High School District. During the period the student is participating in the foreign exchange program, he/she will be acknowledged for the purposes of college scholarships as being in the top five (5) or ten (10) percent of his/her class only, providing his/her class rank at the time of entering the foreign exchange program qualifies him/her for such recognition.

SISTEMA DE CALIFICACIONES

El Distrito adoptó un sistema de calificaciones compensado de dos niveles. Tanto los cursos de Advanced Placement (AP) como los cursos avanzados ganan un punto extra por cada "A", "B" o "C" obtenida. Los cursos de verano aprobados se incluyen en el puntaje promedio de calificaciones (GPA, por sus siglas en inglés).

El siguiente sistema de calificación se usa para calcular el GPA, el cuadro de honor y el puntaje de la clase:

<u>Puntaje de la letra/Indicador</u>	<u>Gama porcentual</u>	<u>Punto de aceleración</u>	<u>Puntos regulares</u>
A – Superior	90-100%	5.0	4.0
B – Bueno	80-89%	4.0	3.0
C – Regular	70-79%	3.0	2.0
D – Necesita mejorar	60-69%	1.0	1.0
F – Desaprobado	59% y menos	0.0	0.0
P – Aprobado	N/A	N/A	N/A
I – Incompleto	N/A	N/A	N/A
AU – Auditoría	N/A	N/A	N/A
NC – Sin crédito	N/A	N/A	N/A

El distrito otorga puntos de calificación para todos los cursos, excepto para el de ayudante estudiantil, el de tutor de compañeros y aquellos en los que el alumno obtiene un crédito a través de una prueba. Dichos cursos se califican con una "P" o "F", según corresponda, ya que quienes lo aprueban reciben créditos optativos, los cuales no cuentan para el GPA.

El docente puede calificar al alumno con una "I" al final del período de calificación siempre que el estudiante, debido a una enfermedad o a circunstancias atenuantes, no hubiese tenido el tiempo suficiente para demostrar dominio en el curso. Una vez finalizado el semestre, los estudiantes tendrán 15 días para completar todo el trabajo y recibir una calificación.

BOLETÍN/LIBRETA DE CALIFICACIONES

Se recomienda a los padres y a los alumnos controlar las calificaciones a través del servicio Parent/Student Vue, el cual se encuentra disponible en línea o través de una aplicación. Los padres pueden solicitar la información de acceso y de inicio de sesión a dicho servicio en la escuela y pueden imprimir los informes finales de cada semestre desde este recurso en línea, a modo de registro personal. Quienes no puedan imprimir los informes de calificaciones pueden solicitar una copia de los mismos en la escuela. Sólo se ingresará la calificación final de cada semestre en el boletín oficial del estudiante. Los estudiantes con adaptaciones o modificaciones en el contenido recibirán un informe adicional.

REPETICIÓN DE CURSOS

Aunque se pueden repetir los cursos para mejorar una calificación, el crédito de una asignatura obligatoria enfocada en la graduación sólo se puede obtener una vez. En caso de repetir una materia obligatoria, sólo documentaremos la calificación más alta.

REQUISITOS PARA HONORES ACADÉMICOS

El estudiante puede calificar para recibir Honores Académicos en su escuela secundaria obteniendo un Puntaje Promedio (GPA) semestral compensado mínimo.

GRADUACIÓN CON HONORES

Las escuelas brindarán reconocimiento al 1% de los alumnos que tengan las calificaciones más altas dentro de su clase, quienes se graduarán con el Mayor Mérito, al 3% siguiente en calificaciones se los reconocerá con Alto Mérito y al 10% con Méritos.

POLÍTICAS PARA ESTUDIANTES DE INTERCAMBIO

El Distrito de Escuelas Secundarias de Tolleson apoya y alienta a sus estudiantes a ampliar su experiencia educativa y conocimiento cultural participando en un programa de intercambio extranjero. Para garantizar la calidad y la continuidad en el crecimiento académico del estudiante, se aplicarán las siguientes reglas y procedimientos a todos los participantes del programa de intercambio extranjero:

- El programa de intercambio estudiantil debe ser reconocido y aprobado por el Departamento de Educación de Arizona;
 - El estudiante debe obtener una carta de recomendación del consejero estudiantil y permiso por parte del director de la escuela;
 - El promedio de calificaciones del estudiante no se ve afectado por la participación en un programa de intercambio extranjero;
 - El rango escolar del estudiante se reestablecerá cuando vuelva a inscribirse en el Distrito de Escuelas Secundarias de Tolleson.
- Durante el período en el que el estudiante participe del programa de intercambio extranjero, se lo colocará, a los efectos de elegibilidad para una beca universitaria, entre el cinco (5) y el diez (10) por ciento de alumnos con calificaciones más altas dentro de su clase, siempre que su rango escolar al momento de ingresar al programa de intercambio extranjero lo califique para tal reconocimiento.

ARIZONA UNIVERSITIES
Academic Competency Requirement

The Arizona Board of Regents, the governing body for the three state universities, has established a more detailed list of entrance requirements for their schools as noted below:

ENGLISH - GRAMMAR, COMPOSITION, LITERARY ANALYSIS – 4 YEARS/UNITS

Elective courses such as Journalism, Business Communications, Speech, and any others not devoted exclusively to the study of English may not be substituted for a required English course.

MATHEMATICS – 4 YEARS/UNITS

Algebra I; Geometry; Algebra II; any advanced math course in which Algebra II is a prerequisite, i.e., College Algebra, Pre-Calculus, Calculus, Statistics.

LABORATORY SCIENCE – 3 YEARS/UNITS

Integrated Science; Biology; Anatomy & Physiology; Chemistry; Physics, Geology. An advanced level (e.g., Advanced Placement [AP] or honor course) to a subject completed previously can be used for a third year/unit.

SOCIAL STUDIES – 2 YEARS/UNITS

One year/unit of American History and one year/unit of an additional social science such as Geography, U.S. Government, Psychology, Anthropology, European or World History, Economics or Sociology.

FOREIGN LANGUAGE – 2 YEARS/UNITS


Two units of the same foreign language; a third year is recommended.

CTE OR FINE ARTS – 1 YEAR/UNIT

A unit of the same CTE class or same Fine Arts class is required.

Course applicability to competency requirements will be considered on a case-by-case basis for all courses.

COLLEGE BOUND STUDENT ATHLETES

The National Collegiate Athletic Association (NCAA) governs collegiate athletics. An important responsibility of this organization is to determine the eligibility of the college bound student athlete. In order to play a sport in college, high school students must meet a specific set of academic standards. Certification of eligibility will be determined by three elements, core courses, GPA and ACT/SAT test scores. Core courses are those which have been deemed as college preparatory and found in the English, Math, Science, Social Studies, and World Languages departments. It is the responsibility of the student to make sure that he/she has met the needed standards. TUHSD courses that have been accepted as NCAA eligible are noted within this guide. 

For students entering any Division I or II college or university on or after August 1, 2018, their NCAA initial eligibility will be evaluated as described below.

DIVISION I

- Complete 16 core courses/ 10 of which must be completed prior to the seventh semester (7 out of 10 must be in English, math, or science).
 - 4 English
 - 3 Math (Algebra I or higher)
 - 2 Natural/Physical Science
 - 2 Social Science
 - 1 Additional year of English, math or natural/physical science
 - 4 Additional (World Languages or from the above listed categories)
- Earn a core-course GPA of at least 2.300
- Earn the ACT/SAT score matching your core-course GPA on the aligned sliding scale (see your counselor for this information).
- Graduate high school

DIVISION II

- Complete 16 core courses.
 - 3 English
 - 2 Math (Algebra I or higher)
 - 2 Natural/Physical Science
 - 2 Social Science
 - 3 Additional year of English, math or natural/physical science
 - 4 Additional (World Languages or from the above listed categories)
- Earn a core-course GPA of at least 2.200
- Earn the ACT/SAT score matching your core-course GPA on the aligned sliding scale (see your counselor for this information).
- Graduate high school

More information can be obtained by speaking with a high school coach or guidance counselor. Additional information is available by visiting the District website at www.tuhsd.org or the NCAA Eligibility Center website at www.eligibilitycenter.org or by calling toll free 1-877-622-2321.

UNIVERSIDADES DE ARIZONA
Requisitos de Competencia Académica

El Consejo Regente de Arizona, el organismo rector de las tres universidades del estado, estableció una lista más detallada de los requisitos de ingreso, tal como se indica a continuación:

INGLÉS - GRAMÁTICA, REDACCIÓN, ANÁLISIS LITERARIO – 4 AÑOS/UNIDADES

Las materias optativas tales como periodismo, comunicaciones corporativas, discurso y cualquier otra no dedicada exclusivamente al estudio de la lengua inglesa no podrán sustituir a una clase requerida de inglés.

MATEMÁTICAS – 4 AÑOS/UNIDADES

Álgebra I; geometría; álgebra II; cualquier otra asignatura de matemáticas avanzada que tenga a álgebra II como materia prerrequisito, por ejemplo, álgebra universitaria, pre-cálculo, cálculo, estadísticas.

LABORATORIO DE CIENCIAS – 3 AÑOS/UNIDADES

Ciencias integradas; biología; anatomía y fisiología; química; física, geología. Un nivel avanzado de una materia previamente cursada (por ej., Advanced Placement [AP] o curso de honor) puede valer como un tercer año/unidad.

CIENCIAS SOCIALES – 2 AÑOS/UNIDADES

Un año/unidad de historia americana y un año/unidad de una ciencia social adicional, tales como geografía, gobierno del estado americano, psicología, antropología, historia de Europa, historia del mundo, economía o sociología.

LANGUA EXTRANJERA – 2 AÑOS/UNIDADES


Dos unidades del mismo idioma extranjero; se recomienda un tercer año.

CARRERAS Y EDUCACIÓN TÉCNICA (CTE) O ARTES PLÁSTICAS – 1 AÑO/UNIDAD

Una unidad de la misma clase de CTE o de la misma clase de artes plásticas.

La aplicabilidad del curso para los requisitos se evaluará caso por caso en todos los cursos.

ESTUDIANTE UNIVERSITARIO ATLETA

La Asociación Nacional de Atletas Universitarios (NCAA, por sus siglas en inglés) es el ente regulador del atletismo universitario. Una tarea importante de esta organización es determinar la elegibilidad del estudiante universitario atleta. Para poder practicar un deporte en la universidad, los estudiantes de secundaria deben cumplir con un conjunto específico de estándares académicos. La elegibilidad se determina mediante tres elementos: las asignaturas obligatorias, el GPA y las calificaciones en los exámenes ACT/SAT. Las asignaturas obligatorias son aquellas que se consideran como preparatorias para la universidad y que forman parte de los departamentos de inglés, matemáticas, ciencias, estudios sociales e idiomas. El estudiante es responsable de asegurarse de cumplir con los criterios necesarios. Las asignaturas de TUHSD que califican para NCAA se incluyen en esta guía. 

A partir del 1º de agosto de 2018, la elegibilidad inicial de la NCAA de los estudiantes que ingresan a la División I o II de cualquier universidad o centro de estudio superior, se evaluará como se describe a continuación.

DIVISIÓN I

- Completar 16 materias obligatorias, 10 de las cuales deben completarse antes de alcanzar el séptimo semestre (7 de 10 deben ser en inglés, matemáticas o ciencias).
4 Inglés
3 Matemáticas (álgebra I o mayor)
2 Ciencias naturales/físicas
2 Ciencias sociales
1 Año adicional de inglés, matemáticas o ciencias naturales/físicas
4 Adicionales (idiomas o de las categorías arriba mencionadas)
- Obtener un GPA de materias obligatorias de al menos 2.300
- Obtener un puntaje ACT/SAT que coincida con el GPA de las materias obligatorias en la escala móvil alineada (consulte a su consejero estudiantil para mayor información).
- Graduarse de la escuela secundaria

DIVISIÓN II

- Completar 16 materias obligatorias.
3 Inglés
2 Matemáticas (álgebra I o mayor)
2 Ciencias naturales/físicas
2 Ciencias sociales
3 años adicionales de Inglés, matemáticas o ciencias naturales/físicas
4 Adicionales (Idiomas o de las categorías arriba mencionadas)
- Obtener un GPA de materias obligatorias de al menos 2.200
- Obtener un puntaje ACT/SAT que coincida con el GPA de las materias obligatorias en la escala móvil alineada (consulte a su consejero estudiantil para mayor información).
- Graduarse de la escuela secundaria

Para mayor información contáctese con un entrenador o un consejero estudiantil de la escuela. También puede visitar el sitio web del Distrito en www.tuhsd.org, el sitio web del Centro de Elegibilidad de la NCAA en www.eligibilitycenter.org o llamar al número gratuito 1-877-622-2321.

ADDITIONAL TUHSD EDUCATIONAL OPPORTUNITIES

TUHSD Blended Learning Platform

Through the District's blended learning platform, students may engage in alternative methods of instruction and learning in order to earn high school credit toward graduation. Students work independently to complete coursework while logged into the online learning system, although, summative assessments must be completed in person at the local high school. With administrative approval, students who enroll in TUHSD online courses follow District adopted curriculum with the flexibility required to meet their individual needs, interests, and learning styles. More information can be obtained at each high school's counseling office.

Alternative Education Programs

The **James A. Green Continuing Education** and **Lighthouse Academies** are alternative education programs that are in the Tolleson Union High School District. Each is designed to provide at-risk and/or disaffected youths a non-traditional high school program that will meet the academic, vocational, social, and emotional needs of the individual student, thus allowing him/her to work toward obtaining their high school diploma. In addition, multiple instructional and support services will be provided to assist students in developing responsible patterns of behavior, including increased and sustained academic productivity and age-appropriate social interaction. An administrative referral is required for admission consideration to Lighthouse Academy. More information about both programs can be obtained at each high school's counseling office.

Summer School

Summer school is offered by the Tolleson Union High School District and is open to incoming ninth through twelfth grade students. More information can be obtained at each high school's counseling office.

OPORTUNIDADES EDUCATIVAS ADICIONALES EN TUHSD

Plataforma educativa mixta en TUHSD

A través de la plataforma educativa mixta del Distrito, los estudiantes pueden participar de métodos alternativos de instrucción y aprendizaje con el fin de obtener créditos para graduarse de la escuela secundaria. Los estudiantes trabajan de forma independiente para completar los cursos mientras están conectados al sistema de aprendizaje en línea, aunque las evaluaciones sumativas deberán completarse en persona en la escuela secundaria local. Con aprobación administrativa, los estudiantes que se inscriben en los cursos en línea de TUHSD, siguen el plan de estudios impartido por el Distrito, con la flexibilidad necesaria para satisfacer sus necesidades individuales, sus intereses y sus estilos de aprendizaje. Puede obtener más información en la oficina de consejería de cada escuela.

Programas educativos alternativos

La **Academia de Educación Continua James A. Green** y la **Academia Lighthouse** son programas de educación alternativa en el Distrito de Escuelas Secundarias de Tolleson, y diseñados para proporcionar a los jóvenes en riesgo y/o indiferentes un programa no tradicional que satisfaga las necesidades académicas, vocacionales, sociales y emocionales de cada estudiante, permitiéndole trabajar en pos de la obtención de su diploma de secundaria. Proporcionan, además, múltiples servicios de instrucción y de apoyo para ayudar a los estudiantes a desarrollar patrones responsables de comportamiento, como una mayor y constante productividad académica y una interacción social acorde a su edad. Es necesario obtener una referencia administrativa para que se considere la admisión a la Academia Lighthouse. Puede obtener más información sobre ambos programas en la oficina de consejería de cada escuela.

Escuela de verano

El Distrito de Escuelas Secundarias de Tolleson ofrece la escuela de verano como una alternativa dirigida a los estudiantes ingresantes del noveno al doceavo grado. Para mayor información diríjase a la oficina de consejería de cada escuela.

Tolleson Union High School District

2018-2019 Fee Schedule

THESE FEES ARE IN ACCORDANCE WITH A.R.S. §15-342.19 AND A.R.S. §15-342.24 (Approved by TUHSD Governing Board on 2.13.18)

BUSINESS AND MARKETING EDUCATION		FEE
8700	Business Operations 1	\$10.00
8701	Business Operations 2	\$10.00
8702	Business Operations 3	\$10.00
8703	Business Operations 4	\$10.00
8615	Personal Finance 1	\$5.00
8616	Personal Finance 2	\$5.00
8653	Finance in the World of Work 3	\$5.00
8654	Finance in the World of Work 4	\$5.00
8655	Finance & Economics 5	\$5.00
8656	Finance & Economics 6	\$5.00
8911	Information Technology Fundamentals 1	\$5.00
8912	Information Technology Fundamentals 2	\$5.00
8571	Marketing Entrepreneurship 1	\$5.00
8572	Marketing Entrepreneurship 2	\$5.00
8573	Marketing & Economics 3	\$5.00
8574	Marketing & Economics 4	\$5.00
8575	Marketing 5	\$5.00
8576	Marketing 6	\$5.00

EDUCATION AND TRAINING		FEE
5501	Future Teachers 1	\$10.00
5502	Future Teachers 2	\$10.00
5503	Future Teachers 3	\$10.00
5504	Future Teachers 4	\$10.00
5560	Early Childhood 1 (CCHS & WHS only)	\$10.00
5561	Early Childhood 2 (CCHS & WHS only)	\$10.00
5570	Early Childhood 3 (CCHS & WHS only)	\$10.00
5571	Early Childhood 4 (CCHS & WHS only)	\$10.00

ENGINEERING SCIENCES AND INFORMATION/COMMUNICATION TECHNOLOGIES		FEE
8956	Introduction to Digital Media 1 (CCHS & LJCHS only)	\$5.00
8957	Introduction to Digital Media 2 (CCHS & LJCHS only)	\$10.00
8958	Digital Communications 3 (LJCHS only)	\$15.00
8959	Digital Communications 4 (LJCHS only)	\$15.00
8960	Digital Communications 5 (LJCHS only)	\$15.00
8961	Digital Communications 6 (LJCHS only)	\$15.00
8950	Digital Photography 1 (LJCHS only)	\$15.00
8951	Digital Photography 2 (LJCHS only)	\$15.00
8952	Digital Photography 3 (LJCHS only)	\$15.00
8953	Digital Photography 4 (LJCHS only)	\$15.00
8954	Digital Photography 5 (LJCHS only)	\$15.00
8955	Digital Photography 6 (LJCHS only)	\$15.00
6501	Engineering 1 (TUHS & UHS only)	\$15.00
6502	Engineering 2 (TUHS & UHS only)	\$15.00
6503	Engineering 3 (TUHS & UHS only)	\$15.00
6504	Engineering 4 (TUHS & UHS only)	\$15.00
8613	Web Publishing 3	\$5.00
8614	Web Publishing 4	\$5.00
8923	Programming 3	\$5.00
8924	Programming 4	\$5.00

FAMILY & CONSUMER SCIENCES		FEE
5541	Culinary Basics 1	\$15.00
5542	Culinary Basics 2	\$20.00
5544	Culinary Production 3	\$20.00
5545	Culinary Production 4	\$20.00
5548	Professional Chef 5	\$20.00
5549	Professional Chef 6	\$20.00
5531	Fashion 1 (SLHS & WHS only)	\$10.00
5532	Fashion 2 (SLHS & WHS only)	\$10.00
5533	Fashion 3 (SLHS & WHS only)	\$10.00
5534	Fashion 4 (SLHS & WHS only)	\$10.00

HEALTH CAREERS EDUCATION		FEE
8118	Medical Foundations 1	\$5.00
8119	Medical Foundations 2	\$5.00
8124	Sports Medicine 3	\$15.00
8125	Sports Medicine 4	\$15.00
8132	Medical Assistant 3	\$15.00
8133	Medical Assistant 4	\$15.00
8201	Principals of Bioscience 1	\$10.00
8202	Principles of Bioscience 2	\$10.00
8203	Bioscience Applications 3	\$10.00
8204	Bioscience Applications 4	\$10.00

INDUSTRIAL TECHNOLOGY		FEE
6211	Automotive Technology 1 (TUHS only)	\$10.00
6212	Automotive Technology 2 (TUHS only)	\$10.00

INDUSTRIAL TECHNOLOGY (Cont.)		FEE
6213	Automotive Technology 3 (TUHS only)	\$10.00
6214	Automotive Technology 4 (TUHS only)	\$10.00
6421	Construction Core 1 (WHS only)	\$10.00
6422	Construction Core 2 (WHS only)	\$10.00
6491	Cabinetmaking 1 (WHS only)	\$10.00
6492	Cabinetmaking 2 (WHS only)	\$10.00
6493	Carpentry 3 (WHS only)	\$10.00
6494	Carpentry 4 (WHS only)	\$10.00
6481	Welding Technology 1 (WHS only)	\$10.00
6482	Welding Technology 2 (WHS only)	\$10.00
6483	Welding Technology 3 (WHS only)	\$10.00
6484	Welding Technology 4 (WHS only)	\$10.00
6485	Welding Technology 5 (WHS only)	\$10.00
6486	Welding Technology 6 (WHS only)	\$10.00

PERFORMING & VISUAL ARTS		FEE
3813	Modern Dance 1	\$10.00
3814	Modern Dance 2	\$10.00
3815	Modern Dance 3	\$10.00
3816	Modern Dance 4	\$10.00
3819	Modern Dance 5	\$10.00
3820	Modern Dance 6	\$10.00
3817	Modern Dance 7 (Choreography & Performance)	\$10.00
3818	Modern Dance 8 (Choreography & Performance)	\$10.00
3873	Beginning Band 1	\$10.00
3874	Beginning Band 2	\$10.00
3881	Varsity Band & Flagline 1	\$20.00
3882	Varsity Band & Flagline 2	\$20.00
3811	Chorus 1	\$10.00
3812	Chorus 2	\$10.00
3823	Chorus 3	\$10.00
3824	Chorus 4	\$10.00
3821	Concert Choir 1	\$15.00
3822	Concert Choir 2	\$15.00
3825	Concert Choir 3 (Vocal Ensemble)	\$15.00
3826	Concert Choir 4 (Vocal Ensemble)	\$15.00
3871	Beginning Strings 1	\$10.00
3872	Beginning Strings 2	\$10.00
3861	String Orchestra 1	\$10.00
3862	String Orchestra 2	\$10.00
3891	Mariachi Ensemble 1 (SLHS only)	\$10.00
3892	Mariachi Ensemble 2 (SLHS only)	\$10.00
3841	Piano 1	\$10.00
3842	Piano 2	\$10.00
3851	Piano 3	\$10.00
3852	Piano 4	\$10.00
3801	Beginning Guitar 1	\$10.00
3802	Beginning Guitar 2	\$10.00
3803	Guitar 3	\$10.00
3804	Guitar 4	\$10.00
3641	Photography 1	\$15.00
3642	Photography 2	\$15.00
3651	Photography 3	\$15.00
3652	Photography 4	\$15.00
3467	Theatre 1	\$5.00
3468	Theatre 2	\$5.00
3469	Theatre 3	\$10.00
3470	Theatre 4	\$10.00
3471	Theatre 5	\$10.00
3472	Theatre 6	\$10.00
3473	Theatre 7	\$10.00
3474	Theatre 8	\$10.00
3456	Stage Production 1	\$5.00
3457	Stage Production 2	\$5.00
3461	Stage Production 3	\$5.00
3462	Stage Production 4	\$5.00
3601	Art 1	\$15.00
3602	Art 2	\$15.00
3610	Art 3	\$15.00
3611	Art 4	\$15.00
3612	Art 5	\$20.00
3613	Art 6	\$20.00
3621	Art Studio 1	\$20.00
3622	Art Studio 2	\$20.00
3637	Advanced Placement Art Studio 1	\$20.00
3638	Advanced Placement Art Studio 2	\$20.00
3614	Ceramics 1	\$20.00
3615	Ceramics 2	\$20.00
3616	Ceramics 3	\$20.00
3617	Ceramics 4	\$20.00

Note: The above listed fees do not exceed the actual cost of the activity/program, service, equipment, or materials. If the above fees present a financial hardship for any student, parents may contact an administrator to negotiate a payment plan or obtain a waiver of all or part of the fees. Please contact the school office in this situation and you will be directed to the administrator in charge.

Distrito De Escuelas Secundarias Tolleson

Listado de Tarifas 2018-2019

ESTAS TARIFAS ESTÁN CONFORMES CON A.R.S. §15-342.19 Y A.R.S. §15-342.24 (Aprobado por la Junta de Gobierno de la TUHSD el 2.13.18)

EDUCACIÓN FINANCIERA		TARIFA
8700	Operaciones de Negocios 1	\$10.00
8701	Operaciones de Negocios 2	\$10.00
8702	Operaciones de Negocios 3	\$10.00
8703	Operaciones de Negocios 4	\$10.00
8615	Finanzas Personales 1	\$5.00
8616	Finanzas Personales 2	\$5.00
8653	Finanzas en el Mundo del Trabajo 3	\$5.00
8654	Finanzas en el Mundo del Trabajo 4	\$5.00
8655	Finanzas & Economía 5	\$5.00
8656	Finanzas & Economía 6	\$5.00
8911	Fundamentos de Información Tecnológica 1	\$5.00
8912	Fundamentos de Información Tecnológica 2	\$5.00
8571	Mercadeo Empresarial 1	\$5.00
8572	Mercadeo Empresarial 2	\$5.00
8573	Mercadeo & Economía 3	\$5.00
8574	Mercadeo & Economía 4	\$5.00
8575	Mercadeo 5	\$5.00
8576	Mercadeo 6	\$5.00
PROFESIONES DE EDUCACIÓN		TARIFA
5501	Futuros Maestros 1	\$10.00
5502	Futuros Maestros 2	\$10.00
5503	Futuros Maestros 3	\$10.00
5504	Futuros Maestros 4	\$10.00
5560	Primera Infancia 1	\$10.00
5561	Primera Infancia 2	\$10.00
5570	Primera Infancia 3	\$10.00
5571	Primera Infancia 4	\$10.00
CIENCIAS DE LA INGENIERÍA Y TECNOLOGÍA DE LA INFORMACIÓN		TARIFA
8956	Introducción a los Medios Digitales 1 (CCHS & LJCHS solamente)	\$5.00
8957	Introducción a los Medios Digitales 2 (CCHS & LJCHS solamente)	\$10.00
8958	Comunicaciones Digitales 3 (LJCHS solamente)	\$15.00
8959	Comunicaciones Digitales 4 (LJCHS solamente)	\$15.00
8960	Comunicaciones Digitales 5 (LJCHS solamente)	\$15.00
8961	Comunicaciones Digitales 6 (LJCHS solamente)	\$15.00
8950	Fotografía Digital 1 (LJCHS solamente)	\$15.00
8951	Fotografía Digital 2 (LJCHS solamente)	\$15.00
8952	Fotografía Digital 3 (LJCHS solamente)	\$15.00
8953	Fotografía Digital 4 (LJCHS solamente)	\$15.00
8954	Fotografía Digital 5 (LJCHS solamente)	\$15.00
8955	Fotografía Digital 6 (LJCHS solamente)	\$15.00
6501	Ingeniería 1	\$15.00
6502	Ingeniería 2	\$15.00
6503	Ingeniería 3	\$15.00
6504	Ingeniería 4	\$15.00
8613	Publicación en la Red 3	\$5.00
8614	Publicación en la Red 4	\$5.00
8923	Programación 3	\$5.00
8924	Programación 4	\$5.00
CIENCIAS DE LA FAMILIA & DEL CONSUMIDOR		TARIFA
5541	Fundamentos Culinarios 1	\$15.00
5542	Fundamentos Culinarios 2	\$20.00
5544	Producción Culinaria 3	\$20.00
5545	Producción Culinaria 4	\$20.00
5548	Cocinero Profesional 5	\$20.00
5549	Cocinero Profesional 6	\$20.00
5531	Moda 1	\$10.00
5532	Moda 2	\$10.00
5533	Moda 3	\$10.00
5534	Moda 4	\$10.00
CARRERAS DE EDUCACIÓN DE LA SALUD		TARIFA
8118	Fundaciones Médicas 1	\$5.00
8119	Fundaciones Médicas 2	\$5.00
8124	Medicina Deportiva 3	\$15.00
8125	Medicina Deportiva 4	\$15.00
8132	Asistencia Médica 3	\$15.00
8133	Asistencia Médica 4	\$15.00
8201	Principios de 1a Ciencia Biomédica 1	\$10.00
8202	Principios de 1a Ciencia Biomédica 2	\$10.00
8203	Aplicaciones de 1a Ciencia Biomédica 3	\$10.00
8204	Aplicaciones de 1a Ciencia Biomédica 4	\$10.00
TECNOLOGÍA INDUSTRIAL		TARIFA
6211	Tecnología Automotriz 1 (TUHS solamente)	\$10.00
6212	Tecnología Automotriz 2 (TUHS solamente)	\$10.00
6213	Tecnología Automotriz 3 (TUHS solamente)	\$10.00

TECNOLOGÍA INDUSTRIAL (Cont.)

		TARIFA
6214	Tecnología Automotriz 4 (TUHS solamente)	\$10.00
6421	Núcleo de Construcción 1 (LJCHS & WHS solamente)	\$10.00
6422	Núcleo de Construcción 2 (LJCHS & WHS solamente)	\$10.00
6492	Ebanistería 2 (WHS solamente)	\$10.00
6493	Carpintería 3 (WHS solamente)	\$10.00
6494	Carpintería 4 (WHS solamente)	\$10.00
6481	Tecnología de la Soldadura 1 (WHS solamente)	\$10.00
6482	Tecnología de la Soldadura 2 (WHS solamente)	\$10.00
6483	Tecnología de la Soldadura 3 (WHS solamente)	\$10.00
6484	Tecnología de la Soldadura 4 (WHS solamente)	\$10.00
6485	Tecnología de la Soldadura 5 (WHS solamente)	\$10.00
6486	Tecnología de la Soldadura 6 (WHS solamente)	\$10.00

BELLAS ARTES

		TARIFA
3813	Danza Moderna 1	\$10.00
3814	Danza Moderna 2	\$10.00
3815	Danza Moderna 3	\$10.00
3816	Danza Moderna 4	\$10.00
3819	Danza Moderna 5	\$10.00
3820	Danza Moderna 6	\$10.00
3817	Danza Moderna 7 (Coreografía & Representación)	\$10.00
3818	Danza Moderna 8 (Coreografía & Representación)	\$10.00
3873	Banda de Inicio 1	\$10.00
3874	Banda de Inicio 2	\$10.00
3881	Banda Universitaria de Música & Banderas 1	\$20.00
3882	Banda Universitaria de Música & Banderas 2	\$20.00
3811	Coro 1	\$10.00
3812	Coro 2	\$10.00
3823	Coro 3	\$10.00
3824	Coro 4	\$10.00
3821	Coro de Concierto 1	\$15.00
3822	Coro de Concierto 2	\$15.00
3825	Coro de Concierto 3 (Conjunto Vocal)	\$15.00
3826	Coro de Concierto 4 (Conjunto Vocal)	\$15.00
3871	Cadenas de Inicio	\$10.00
3872	Cadenas de Inicio	\$10.00
3861	Orquesta de Cuerdas 1	\$10.00
3862	Orquesta de Cuerdas 2	\$10.00
3891	Conjunto Mariachi 1 (TUHS solamente)	\$10.00
3892	Conjunto Mariachi 2 (TUHS solamente)	\$10.00
3841	Piano 1	\$10.00
3842	Piano 2	\$10.00
3851	Piano 3	\$10.00
3852	Piano 4	\$10.00
3801	Guitarra para Principiantes 1	\$10.00
3802	Guitarra para Principiantes 2	\$10.00
3803	Guitarra 3	\$10.00
3804	Guitarra 4	\$10.00
3641	Fotografía 1	\$15.00
3642	Fotografía 2	\$15.00
3651	Fotografía 3	\$15.00
3652	Fotografía 4	\$15.00
3467	Teatro 1	\$5.00
3468	Teatro 2	\$5.00
3469	Teatro 3	\$10.00
3470	Teatro 4	\$10.00
3471	Teatro 5	\$10.00
3472	Teatro 6	\$10.00
3473	Teatro 7	\$10.00
3474	Teatro 8	\$10.00
3456	Producción Escénica 1	\$5.00
3457	Producción Escénica 2	\$5.00
3461	Producción Escénica 3	\$5.00
3462	Producción Escénica 4	\$5.00
3601	Arte 1	\$15.00
3602	Arte 2	\$15.00
3610	Arte 3	\$15.00
3611	Arte 4	\$15.00
3612	Arte 5	\$20.00
3613	Arte 6	\$20.00
3621	Arte de Estudio 1	\$20.00
3622	Arte de Estudio 2	\$20.00
3637	Arte de Estudio de Colocación Avanzada 1	\$20.00
3638	Arte de Estudio de Colocación Avanzada 2	\$20.00
3614	Cerámica 1	\$20.00
3615	Cerámica 2	\$20.00
3616	Cerámica 3	\$20.00
3617	Cerámica 4	\$20.00

NOTA: El listado de tarifas anterior no excede el costo actual de la actividad, programa, servicio, equipo o materiales. Si las tarifas anteriores presentan dificultad económica para cualquier estudiante, los padres pueden ponerse en contacto con un administrador para negociar un plan de pago u obtener una exención de toda o parte de la tarifa. En este caso, por favor póngase en contacto con la oficina de la escuela y le pondrán en contacto con el administrador encargado.

TUHSD COURSE OFFERINGS TABLE OF CONTENTS

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COURSE DESCRIPTIONS

Courses listed in this course description guide are proposed for the 2018-2019 school year in the Tolleson Union High School District. The final decision to offer a class will be dependent on the following factors:

- Classroom space;
- Availability of a certified/highly qualified teacher;
- Meets minimum enrollment standards; and
- Ability of the District to financially support the class.

Note: There are class fees associated with some courses; see page 19.

CAREER AND TECHNICAL EDUCATION (CTE)

Tolleson Union High School District Career and Technical Education teachers respond to the needs of the ever-changing global economy by better training and preparing future employees through the use of the CTE Total Program Delivery Model (below). Through the CTE Total Program Delivery Model, students are prepared for a wide range of careers. These careers require varying levels of education - from high school diplomas and industry or post-secondary certificates to college degrees. Many of the CTE programs in TUHSD offer the opportunity for students to earn community college credit upon successful completion of their class.



Career & Technical Education covers a variety of challenging fields, which are constantly evolving due to the changing global economy. Some of the career areas that students may enter through Career & Technical Education in the Tolleson Union High School District include:

CTE Programs of Study

Employment Opportunities (*includes but not limited to*)

Automotive Technology	automotive maintenance, automotive repair, auto engineer
Bioscience	scientist, laboratory assistant, medical research, biomedical engineer, geneticist
Business Operations Support and Administrative Services	data entry, management, filing, record management, entrepreneurship, insurance, risk management
Construction Building Trades	construction, framer, finisher, plumber, brick masonry, electrician, drywall installation, cement work/finisher, roofer, architect, carpentry, cabinet making, engineer, furniture maker, data communications
Culinary Arts	personal/pastry chef, prep cook, executive chef, food & beverage handler, recipe developer & taster, food critic, restaurant publicist, food service manager, food stager, dietary journalist, dietician
Digital Communications	photographer, graphic designer, newscaster, videographer, writer/author, producer, radio, editor
Digital Photography	magazine photographer/editor, studio photographer, fashion photographer/editor, photo journalist, food photographer/stylist, commercial photographer, forensic/medical photographer, architect/real estate photographer, imager processor/re-toucher
Early Childhood Education	childcare provider, preschool teacher/director, paraprofessional, nanny, teaching assistant, K-2 teacher, special services teacher, guidance counselor, educational administrator, social worker, pediatric physical/speech therapist, parent educator
Education Professions	elementary or high school teacher, school counselor, principal, professor, speech therapist
Engineering Sciences	mechanical/industrial/audio/optical/analog/design/structural/field/civil/computer/ergonomic/electronics engineer, project manager, product developer, safety architect, city planner, transportation designer, data scientist
Fashion Design & Merchandising	costume/fashion designer, graphic artist, pattern maker, accessory designer, fashion journalist/illustrator/stylist, trend forecaster, clothing buyer, merchandiser, showroom manager, display coordinator, retail buyer/manager, textile designer
Financial Services	finance, banking, real estate, book keeping, insurance, economist, financial analyst, stock broker
Medical Assistant Services	medical assistant, medical office assistant, medical insurance coding/billing, patient prep, x-ray technician, phlebotomist, nursing assistant, nurse, pharmaceutical representative
Professional Sales & Marketing	business owner, entrepreneur, advertising, public relations, brand developer/manager, media or communications director
Software Development	software developer, computer programmer, code developer/writer, hardware/software support/analyst, software engineer
Sports Medicine & Rehabilitation Services	athletic trainer, physical therapist, therapist assistant, physical therapist technician, occupational therapist, physician assistant, persona trainer, chiropractic assistant technician, massage therapist, chiropractor, doctor
Welding Technologies	welder, solder, metal cutter, welding engineer, construction welder, plumber, ironworker, pipe fitter, metal engineer, metallurgist, fabricator, artist

Programs are reviewed annually and updated to reflect alignment with business/industry standards. Rigorous Arizona academic standards are also taught to prepare students to meet the demands of our changing economy. CTE classes develop the skills most sought after by employers including strong academic and critical thinking skills, strong technical skills, and employability skills of teamwork, communication, and effective work habits.



BUSINESS, MARKETING AND MANAGEMENT

Scan this QR code to access our CTE website!

Students must successfully complete a sequence of course work within a program area to be considered as a prospective Program Concentrator.

- Business Operations Support and Assistant Services
- Financial Services
- Marketing

❖ *Business Operations*

Students who successfully complete the Business Operations & Support Program of instruction will be adequately prepared to perform the duties of administrative assistants and/or business owners. The program includes instruction in business communications, principles of business law, word processing and data entry, office machines operations and maintenance, office procedures, public relations, bookkeeping, filing systems and records management, and report preparation. Students will also have opportunities to earn Microsoft Office Specialist (MOS) certifications (Word; Excel; PowerPoint; Outlook; Access; Word Expert; Excel Expert). This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

- Grade 9-11: Business Operations 1-2
- Grade 10-12: Business Operations 3-4
- Grade 12: Business Operations Internship

BUSINESS OPERATIONS 1-2

COURSE #8700-01

Fee: \$10.00 per semester

Course Length: 2 semesters

Grade Level: 9-11

Prerequisite: None

Course Description: Students will participate in a small business community work-flow simulation. By managing one of the businesses, students are responsible for the daily operations of that business and will learn to interact with other business managers. Students will become familiar with the structure of all businesses, large and small. Students will be prepared to earn MOS (Microsoft Office Suite™) certifications; opportunities to test via online exams will be available.

Note: Dual Enrollment may be offered for this course.

BUSINESS OPERATIONS 3-4

COURSE #8702-03

Fee: \$10.00 per semester

Course Length: 2 semesters

Grade Level: 10-12

Prerequisite: Successful completion of Business Operations 1-2 with a grade of C or better

Course Description: Students will utilize business operations skills developed in the course to complete business projects for the faculty, staff and community business owners. The course will review business ethics, the development of appropriate human relations skills and managing a staff in a business environment. Students will be prepared to earn MOS (Microsoft Office Suite™) certifications; opportunities to test via online exams will be available.

Note: Dual Enrollment may be offered for this course.

BUSINESS OPERATIONS INTERNSHIP

COURSE #8704-05

Course Length: 2 semesters

Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credits per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Financial Services*

Students who successfully complete the Financial Services Program of instruction will be adequately prepared to understand personal business-economic issues, solve problems, and enter the labor market in financial institutions, including banking, insurance, and investments. Students will also have opportunities to earn Microsoft Office Specialist (MOS/Word; Excel; PowerPoint; Outlook; Access; Word Expert; Excel Expert) and NAFTTrack Certifications. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

- Grade 9-11: Personal Finance 1-2
- Grade 10-12: Finance in the World of Work 3-4
- Grade 11-12: Finance & Economics 5-6
- Grade 12: Financial Services Internship

PERSONAL FINANCE 1-2 COURSE #8615-16 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 9-11	Prerequisite: None Course Description: Students will develop workplace job competence using the ten-key touch method; solve common business and personal math problems using a calculator and Excel; understand the value and importance of calculators in business; improve basic arithmetic skills; and develop skills for personal budget, check writing, reconciliation, credit, etc.
FINANCE IN THE WORLD OF WORK 3-4 COURSE #8653-54 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Successful completion of Personal Finance 1-2 with a grade of C or better Course Description: This course introduces students to personal business-economic issues and problem-solving related to financial institutions including banking, insurance and investments. Students may be involved in a school site enterprise as part of the course. Note: Dual Enrollment may be offered for this course. Note: Successful completion of the Financial Services coherent sequence of courses may meet the Economics graduation requirement.
FINANCE & ECONOMICS 5-6 COURSE #8655-56 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Successful completion of Personal Finance 1-2 and Finance in the World of Work 3-4 with a grade of C or better Course Description: This course integrates outcomes into learning experiences, allowing students to demonstrate their knowledge and skills in financial services through projects and simulations.
FINANCIAL SERVICES INTERNSHIP COURSE #8657-58 Course Length: 2 semesters Grade Level: 12 (students must be a minimum of age 16)	Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credits per semester. Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Marketing*

Students will acquire technical skills as well as skills in critical thinking, applied academics, career development, and life management. There will be opportunities to learn business, economic and leadership skills required for entry into marketing, management, and entrepreneurial occupations. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

- Grade 9-11: Marketing Entrepreneurship 1-2
- Grade 10-12: Marketing & Economics 3-4
- Grade 11-12: Marketing 5-6
- Grade 12: Marketing Internship

MARKETING 1-2 COURSE #8571-72 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 9-11	Prerequisite: None Course Description: This course is designed to give students opportunities to explore and understand marketing, management, and entrepreneurial principles. The first 20 common standards of the Marketing Program will be covered in this class. Note: Dual Enrollment may be offered for this course.
MARKETING & ECONOMICS 3-4 COURSE #8573-74 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Successful completion of Marketing Entrepreneurship 1-2 with a grade of C or better Course Description: This year-long course is designed to prepare students for employment in various sales, customer service, advertising and promotion, and first-line supervisory positions in wholesale, retail, and service establishments. Note: Successful completion of Marketing Entrepreneurship 1-2 (#8571-72) and Marketing & Economics 3-4 (#8573-74) may meet the Economics graduation requirement.
MARKETING 5-6 COURSE #8575-76 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Successful completion of Marketing & Economics 3-4 with a grade of C or better Course Description: Students will learn complex marketing principles, practices, and issues while participating in a Student Based Enterprise. This course will cover study of marketing, policy, strategy, research, and segmentation as the students operate a student based enterprise. Students are required to join DECA, the Career & Technical Student Organization which will allow them to participate in academic competitive events on a regional, state, and national level. Community service projects are incorporated into curriculum for this course.
MARKETING INTERNSHIP COURSE #8577-78 Course Length: 2 semesters Grade Level: 12 (students must be a minimum of age 16)	Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester. Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

COMMUNICATION & INFORMATION SYSTEMS

The Information Technology program is designed to prepare students for employment related to the information technology industry. The program options are Webpage Design or Software Development (Programming). Students must enroll in year-long classes within the same option of this program to be considered as a prospective program concentrator. See recommended course sequence for specific course names. Students must successfully complete a sequence of course work within a program area to be considered as a prospective Program Concentrator. Digital Communication students will have opportunities to earn Adobe Certified Associate (ACA) credentials (ACA). Students in Software Development & App Design will have opportunities to earn Microsoft Technology Associate (MTA) certifications. These programs are designed and delivered as a coherent sequence of courses.

- Coding/Software Development
- Digital Communications
- Digital Photography

❖ Coding

Recommended Courses:

- Grade 9-11: Coding Fundamentals 1-2
- Grade 10-12: Coding Applications 3-4
- Grade 12: Information Technology Internship

CODING FUNDAMENTALS 1-2

COURSE #8911-12

Fee: \$5.00 per semester

Course Length: 2 semesters

Grade Level: 9-11

Prerequisite: None

Course Description: Students will use a variety of multimedia software to complete projects and tasks, covering the key elements of multimedia (graphics, sound, animation, video, etc.). Students will learn the common core standards for each of the two options in this class, and these will be incorporated into the multimedia projects. Students who successfully complete this course will choose one of the two program options to continue their program.

Note: Dual Enrollment may be offered for this course.

CODING APPLICATIONS 3-4

COURSE #8923-24

Fee: \$5.00 per semester

Course Length: 2 semesters

Grade Level: 10-12

Prerequisite: Successful completion of Information Technology Fundamentals 1-2 with a grade of C or better

Course Description: This course is an introduction to fundamental principles of computer science and algorithmic problem-solving. This course prepares students to apply software theory and programming methods to the solution of business data problems. It includes an exploration of contemporary topics in information technology.

Note: Dual Enrollment may be offered for this course.

INFORMATION TECHNOLOGY INTERNSHIP

COURSE #8618-19

Course Length: 2 semesters

Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ Digital Communication (CCHS & LJCHS only)

Recommended Courses:

- Grades 9-10: Introduction to Media Communications 1-2
- Grades 10-11: Digital Communications 3-4
- Grades 11-12: Digital Communications 5-6
- Grade 12: Digital Media Internship

INTRODUCTION TO MEDIA COMMUNICATIONS 1-2

COURSE #8956-57

Fee: \$5.00 S1/\$10.00 S2

Course Length: 2 semesters

Grade Level: 9-10

Prerequisite: None

Course Description: This introductory course is designed for students who have an interest in writing, editing, design and other types media communications. Students will engage in hands-on activities including but not limited to the planning and publication of the school newspaper and yearbook and will also be members of the school's SkillsUSA Digital Communications chapter. The first part of the course will focus more on history and foundational basics of the media industry and production. Students will create a resume and portfolio that showcases their best work (writing, photography, design, new media, etc.). This portfolio will be updated throughout the course and will continue to be so as part of the required work for both the Digital Communications programs. Students will also explore careers in multimedia journalism, digital communications, and digital photography related fields. ADE CTE Technical Standards for Digital Communications, Arizona Workplace Employability Skills, and Arizona College and Career Ready Standards will be integrated throughout the course.

DIGITAL COMMUNICATIONS 3-4

COURSE #8958-59

Fee: \$15.00 per semester

Course Length: 2 semesters

Grade Level: 9-12

Prerequisite: Successful completion of Introduction to Media Communications

Course Description: The students will have hands-on involvement in the planning and publication of the school newspaper and yearbook, and will also be members of the school's Skills USA Multimedia branch. The midterm for the course will be an "industry standard" style test from the Walter Cronkite School of Journalism and Mass Communications at Arizona State University. The final exam is an assessment from the state CTE department that has yet to be developed. Both will have pretests with them. ADE CTE

Technical Standards for Digital Communications, Arizona Workplace Employability Skills, and Arizona College and Career Ready Standards will be integrated throughout the course.

DIGITAL COMMUNICATIONS 5-6
COURSE #8960-61
Fee: \$15.00 per semester
Course Length: 2 semesters
Grade Level: 9-12

Prerequisite: Successful completion of Digital Communications 3-4
Course Description: The students will have hands-on involvement in the planning and publication of the school newspaper and yearbook, and will also be members of the school's Skills USA Multimedia branch. The final exam is an assessment from the state CTE department that has yet to be developed. Both will have pretests with them. ADE CTE Technical Standards for Digital Communications, Arizona Workplace Employability Skills, and Arizona College and Career Ready Standards will be integrated throughout the course.

DIGITAL MEDIA INTERNSHIP
COURSE #8962-63
Course Length: 2 semesters
Grade Level: 12
(CCHS & LJCHS ONLY)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment
Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.
Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Digital Photography (LJCHS only)*

Recommended Courses:

Grades 9-10: Digital Photography 1-2
Grades 10-11: Digital Photography 3-4
Grades 11-12: Digital Photography 5-6
Grade 12: Digital Media Internship

DIGITAL PHOTOGRAPHY 1-2
COURSE #8950-51
Fee: \$15.00 per semester
Course Length: 2 semesters
Grade Level: 9-10

Prerequisite: None
Course Description: This is a beginning level course in which students will learn camera function and photographic aesthetics. Digital Lab: students learn to store, edit, manipulate, and print color and black and white photography. Students will be required to purchase a flash drive and photo paper. Photography 1-2 will prepare students to be educated digital camera users as well as teach them the skills to manipulate digital pictures to enhance images and create desired effects. Students will learn to create interesting and strong compositions using the camera as their media. Students will expand their knowledge and vocabulary as it relates to both contemporary and traditional photography. Students will apply these new understandings toward creating original, strong, interesting digital images. Students will have the opportunity to use technology to explore information on basic camera parts and functions, post-processing techniques, and careers. Students will be prepared to take the Microsoft Office Suite TM (MOUS) exam upon completion.

DIGITAL PHOTOGRAPHY 3-4
COURSE #8952-53
Fee: \$15.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Digital Photography 1-2
Course Description: Advanced topics in photography will be investigated as a class and on an individual basis. Digital Lab: students will need to purchase a flash drive and photo paper for course projects. This course is designed to expand your understanding on the many features of digital cameras as well as shooting for various purposes. You will also further your knowledge in photo manipulation. It is necessary for you to put effort into the class in order to expand your creativity and photo composition techniques. Photography 3-4 will further prepare students to be educated digital camera users as well as teach them intermediate skills in manipulating and enhancing digital images to create desired effects. Students will use intermediate techniques to create interesting and strong compositions using the camera as their medium. Students will expand their knowledge and vocabulary as it relates to both contemporary and traditional photograph. Students will expand these intermediate understandings toward creating original, strong, interesting digital images. Students will have the opportunity to use technology to explore information on basic camera parts and functions, post-processing techniques, and careers.

DIGITAL PHOTOGRAPHY 5-6
COURSE #8954-55
Fee: \$15.00 per semester
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of Digital Photography 3-4
Course Description: In this course students will begin implementing photography business skillsets. The students will be required to organize a personal show for their work for the public. Advanced topics in photography and about photography business will be investigated as a class and on an individual basis. Digital Lab: students will need to purchase a flash drive and photo paper for course projects. This course is designed to continue to expand your understanding of the many features of digital cameras as well as shooting for various purposes. Students will also further their knowledge in photo manipulations. It is necessary for you to put effort into the class in order to expand your creativity and photo composition techniques. Students will also be creating work and submitting their work to various shows to be juried. Photography 5-6 will further prepare students to be educated digital camera users as well as teach them advanced skills in manipulating and enhancing digital images to create desired effects. Students will use advanced techniques to create interesting and strong compositions using the camera as their medium. Students will expand their knowledge and vocabulary as it relates to both contemporary and traditional photography. Students will expand these advanced understandings toward creating original, strong, interesting digital images for display to the general public. Students will also be expected to compete in competitions and gallery shows. Students will organize a show of their own work for the public as a final project. Students will have the opportunity to use technology to explore information on basic camera parts and functions, post-processing techniques, and careers.

**DIGITAL MEDIA
INTERNSHIP**
COURSE #8962-63
Course Length: 2 semesters
Grade Level: 12

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment
Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.
Note: Students MUST provide their own transportation and insurance if working off site.
Application forms and other paperwork must be submitted by April 15 of the student's junior year.

HUMAN SERVICES & RESOURCES

Students must successfully complete a sequence of course work within a program area to be considered as a prospective Program Concentrator.

- Culinary Arts
- Early Childhood Education
- Fashion Design & Merchandising
- Education Professions

❖ Culinary Arts

Students successfully completing this program will be prepared to apply the technical knowledge and skills required for food production and service occupations in institutional and commercial food establishments. Skills developed in this program include: food identification, selection, and storage; safety and sanitation; personal hygiene; and use of commercial equipment. Nutrition, special diets, and management of food establishments will also be addressed. Students will have opportunities to earn their Food Handlers Card and ServeSafe® Food Protection Manager certification. This program is designed and delivered as a coherent sequence of courses.

Recommended Course Sequence for Culinary Arts:

- Grades 10-11: Culinary Basics 1-2
- Grade 11-12: Culinary Production 3-4
- Grade 11-12: Professional Chef 5-6
- Grade 12: Culinary Arts Internship

CULINARY BASICS 1-2
COURSE #5541-42
Fee: \$15.00 first semester;
\$20.00 second semester
Course Length: 2 semesters
Grade Level: 10-11

Prerequisite: None
Course Description: This course is designed to introduce students to fundamental food preparation terms, concepts, and methods in Culinary Arts; laboratory practice will support classroom instruction/learning. Essential terminology, knowledge and skills/techniques are covered with an emphasis on basic kitchen safety, sanitation, and equipment maintenance and operation procedures. Students will have the opportunity to explore careers in the culinary industry as well as to practice professionalism and basic workplace employability skills.

CULINARY PRODUCTION 3-4
COURSE #5544-45
Fee: \$20.00 per semester
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Culinary Basics 1-2 and teacher recommendation
Course Description: This course is designed to allow students to complete the Culinary Arts Program of Study leading them to post-secondary education and/or workforce opportunities in a food service field. Safety and sanitation procedures, the use of commercial equipment, and serving techniques will be reinforced and applied throughout the course. Students will apply technical knowledge and skills required menu planning, selecting, purchasing, storing, preparing, and serving quality food products. Students will prepare and test to earn a Maricopa County Food Handler's Certificate/Card.

PROFESSIONAL CHEF 5-6
COURSE #5548-49
Fee: \$20.00 per semester
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Culinary Basics 3-4 and teacher recommendation
Course Description: This course is an advanced and in-depth continuation of study in Culinary Arts for those students who have a sincere desire to pursue a postsecondary certificate or degree in the field or to enter the food service industry as a proficient employee. A strong focus is placed on refining hands-on production and service within a commercial kitchen. Students will have the opportunity to plan and participate in multiple work-based learning experiences and catering functions that will include both front and back of the house hospitality operations. Students are required to earn a Maricopa County Food Handler's Certificate/Card.

**CULINARY ARTS
INTERNSHIP**
COURSE #5552-53
Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment
Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.
Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Early Childhood Education*

The Early Childhood Education program is designed to prepare students for employment in early childhood settings. The program includes instruction in child growth and development, child health, nutrition, safety, planning and supervision of developmentally appropriate play and learning activities. Child guidance, family relationships, parenting and applicable legal and administrative requirements are addressed, as well. Preparation for the development and management of effective early childhood programs and facilities is included. Students in this program will have opportunities to earn CPR/AED Certification and to organize a portfolio of work aligned to the Child Development Associate (CDA) credential. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

- Grades 9-11: Early Childhood 1-2
- Grades 10-12: Early Childhood 3-4
- Grade 12: Early Childhood Internship

EARLY CHILDHOOD 1-2
COURSE #5560-61
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 9-11

Prerequisite: None

Course Description: This is a year-long course designed to explore the physical, emotional, social and intellectual growth of children from the prenatal period to six years of age. It includes topics from the perspective of being a current/future parent and from the perspective of an early childhood professional. Units include: preparing for parenthood, prenatal development, labor and delivery, and child development. Students will explore care and safety issues of young children. The class may also include a six-week session of playschool and/or an elementary school visit. This course prepares students for a career in early childhood education or other related careers.

EARLY CHILDHOOD 3-4
COURSE #5570-71
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Early Childhood 1-2 with a grade of C or better

Course Description: This is an advanced course designed for students to gain specific information necessary for a successful career in early childhood education, such as childcare, teaching, nursing or any other career associated with children. Course participants will be familiar with the types of early childhood settings, creation of learning centers, and licensing and safety requirements for centers and personnel. They will also explore the legal and ethical aspects of working with young children. School-based learning experiences may include CPR training, an elementary school experience and a play school experience.

Note: Dual Enrollment may be offered for this course.

EARLY CHILDHOOD
INTERNSHIP
COURSE #5572-73
Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Education Professions*

The program provides instruction in education career choices, education structure and systems, theory, pedagogy, developmental stages, learning styles and methodology. The program also provides interactive experiences with students at different age levels, in a variety of content areas in educational environments. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential/service-learning, supervised work-based learning and the student organization, Ed Professions. Students will have opportunities to earn a Beginning to Teach Certificate (Child Find Certification, CPR/AED Certification). This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

- Grade 10-11: Future Teacher Education 1-2
- Grade 11-12: Future Teacher Education 3-4
- Grade 12: Future Teacher Education Internship

FUTURE TEACHER 1-2
COURSE #5501-02
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-11

Prerequisite: None

Course Description: This course provides students interested in becoming teachers or coaches with instruction in education career choices, education structure and systems, legal and ethical responsibility of educators. Students will learn about the developmental stages of children and education theory.

FUTURE TEACHER 3-4
COURSE #5503-04
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of Future Teacher 1-2 with a grade of C or better

Course Description: This course prepares students to work in an educational environment. Students will interact with others while using equipment and technology to prepare and deliver lessons. Students will work in classrooms to prepare and present lessons.

Note: Dual Enrollment may be offered for this course.

FUTURE TEACHER
INTERNSHIP
COURSE #5505-06
Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Fashion Design & Merchandising*

Students successfully completing this program will be prepared for employment or advanced post-secondary coursework in apparel design and production, apparel manufacturing, apparel marketing and merchandising, and sales in the fashion industry. In addition to technical knowledge and skills, students completing this program will also develop advanced critical thinking, career development, applied academic, life and employability skills, basic business practices and leadership skills required for entry into fashion and merchandising occupations. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

Grade 9-11: Fashion 1-2
Grade 10-12: Fashion 3-4
Grade 12: Fashion Internship

FASHION 1-2
COURSE #5531-32
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 9-11

Prerequisite: None

Course Description: Fashion 1-2 is the first year of a two-year Fashion Program. The course is designed to prepare students with knowledge and skills associated with apparel design, apparel production, as well as apparel selection, purchase, sales and merchandising. The course will help prepare students for employment in various entry level positions in the apparel industry.

FASHION 3-4
COURSE #5533-34
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Fashion 1-2 with a grade of C or better

Course Description: This course is an extension of the skills and knowledge attained in Fashion 1-2. It is designed to prepare students to apply technical knowledge and skills for entry and intermediate level positions in the fashion industry and to pursue a degree in Fashion Design and Merchandising. This course emphasizes apparel design and construction, advanced illustration, draping, pattern making, computer assisted design, store operations and customer service. Students will also prepare a career and design portfolio, plan and prepare a fashion show featuring their own collections and participate in work-based learning. Students may have the opportunity to travel to Los Angeles, CA, to visit fashion businesses to experience real world fashion industry opportunities.

FASHION INTERNSHIP
COURSE #5535-36
Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

HEALTH SERVICES

Students must successfully complete a sequence of course work within a program area to be considered as a prospective Program Concentrator.

- Bioscience Program
- Medical Assisting Services
- Sports Medicine and Rehabilitation Services

❖ *Bioscience Program*

Bioscience is one of the fastest growing career fields both nationally and in Arizona. Students participating in this program will be involved in project-based research using laboratory techniques consistent with the industry standards. Students in this program will have opportunities to become OSHA 10 certified in Healthcare. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

Grade 10-11: Principles of Bioscience 1-2
Grade 11-12: Bioscience Applications 3-4
Grade 12: Bioscience Internship

PRINCIPLES OF
BIOSCIENCE 1-2
COURSE #8201-02
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-11

Prerequisite: Completion of General Biology 1-2 with a grade of C or better or concurrent enrollment in General Biology 1-2

Course Description: Principles of Bioscience will introduce students to the diversity of careers and fundamentals of bioscience. Topics within this course will include a foundation in laboratory tools and skills, career exploration in bioscience, discussion of current research, and an emphasis on biochemistry and genetics. Students will learn the basic skills of being a bio technician and how to appropriately keep a scientific notebook. Students will also learn about ethics and the integral relationships it holds within the biosciences.

BIOSCIENCE
APPLICATIONS 3-4
Course #8203-04
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of Principles of Bioscience 1-2 with a grade of C or better

Course Description: Using the skills and concepts learned in Principles of Bioscience, students will cover agricultural biotechnology, medical biotechnology, and other concepts and techniques related to biosciences. The course will be heavily laboratory-based, and students will develop a variety of skills which include working both independently and cooperatively on projects. Students will apply concepts from both core classes of biology and chemistry will be applied in this course. Students will build on

fundamental DNA analysis techniques established in Principals of Biosciences, learn and develop basic quality testing techniques currently used in the bioscience industry and continue personal development in maintaining a legal scientific notebook for research applications.

**BIOSCIENCE INTERNSHIP
COURSE #8205-06**

Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ **Medical Assistant Services Program**

Students participating in this program will be prepared with foundations in knowledge and the technical skills needed to help them continue their education in the field of Medical Assisting Services by successfully completing an appropriate postsecondary program. Students in this program will have opportunities to become OSHA 10 certified in Healthcare. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

Grade 9-11: Medical Foundations 1-2
Grade 10-12: Medical Assistant 3-4
Grade 12: Medical Assistant Internship

**MEDICAL FOUNDATIONS 1-2
COURSE #8118-8119**

Fee: \$5 per semester
Course Length: 2 semesters
Grade Level: 9-11

Prerequisites: None

Course Description: This course is designed for all students interested in allied health care such as athletic training, medical assisting, emergency medical technician, nursing, physical therapy doctor, and many others. It approves a foundation in allied health services, including administrative and clinical skills, medical ethics, HIPAA, anatomy and physiology as well as medical terminology, abbreviations, acronyms and symbols, patient scenarios, OSHA standards, first aid and CPR. Students will also explore careers in health related fields. ADE CTE Technical Standards for Medical Assisting Services and Sports Medicine and Rehabilitation as well as Arizona College and Career Ready Standards will be integrated throughout the course.

**MEDICAL ASSISTANT 3-4
COURSE #8132-8133**

Fee: \$15.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Medical Foundations 1-2

Course Description: This course allows students to apply skills learned in Medical Foundations 1-2 and prepares students for college and career opportunities in the allied health services industry. Students will learn about various body systems and illness/disease that affect them as well as be provided additional opportunities to learn about patient preparation, care, and treatment, drug classification, common side effects, medication & immunization records, diagnostic testing, lab safety procedures, urinalysis, blood components, skin puncture, culture preparation, specimen microscope use, professional attributes and job readiness skills. Upon completion of the Medical Assisting Services program students will have the opportunity to earn the following industry certifications: American Heart Association CPR/AED, Medical Administrative, Assistant, & Registered Medical Assistant.

**MEDICAL ASSISTANT
INTERNSHIP
COURSE #8134-8135**

Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ **Sports Medicine and Rehabilitation Services Program**

Students participating in this program will perform the technical services involved with planning, organizing, researching, directing, and controlling functions and processes related to the provision of select health care services. Students in this program will have opportunities to become OSHA 10 certified in Healthcare. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

Grade 9-11: Medical Foundations 1-2
Grade 10-12: Sports Medicine 3-4
Grade 12: Sports Medicine Internship

**MEDICAL FOUNDATIONS 1-2
COURSE #8118-8119**

Fee: \$5 per semester
Course Length: 2 semesters
Grade Level: 9-11

Prerequisites: None

Course Description: This course is designed for all students interested in allied health care such as athletic training, medical assisting, emergency medical technician, nursing, physical therapy doctor, and many others. It approves a foundation in allied health services, including administrative and clinical skills, medical ethics, HIPAA, anatomy and physiology as well as medical terminology, abbreviations, acronyms and symbols, patient scenarios, OSHA standards, first aid and CPR. Students will also explore careers in health related fields. ADE CTE Technical Standards for Medical Assisting

Services and Sports Medicine and Rehabilitation as well as Arizona College and Career Ready Standards will be integrated throughout the course.

SPORTS MEDICINE 3-4
COURSE #8124-8125
Fee: \$15.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Medical Foundations 1-2
Course Description: This course is designed for all students interested in health care careers such as athletic training, nursing, physical therapy, doctor, and many more. It covers an understanding of human anatomy and basic body functions along with medical terminology. Students will have an introduction to x-rays, treatments, evaluation, and rehabilitation of athletic injuries.

SPORTS MEDICINE INTERNSHIP
COURSE #8126-8127
Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment
Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.
Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

INDUSTRIAL, MANUFACTURING & ENGINEERING SYSTEMS

Students must successfully complete a sequence of course work within a program area to be considered as a prospective Program Concentrator.

- Automotive Technology
- Construction & Building Trades
- Engineering Sciences
- Welding Technology

❖ Automotive Technology (TUHS only)

The Auto Tech program is designed to prepare individuals for jobs in the maintenance and mechanical repair of cars and light trucks. Students in this program will have opportunities to become Snap-On and ASE certified in G1, A1-A8, and AST. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

- Grades 9-10: Automotive Technology Core 1-2
- Grades 10-12: Automotive Technology 3-4 (blocked)
- Grade 12: Automotive Technology Internship

AUTOMOTIVE TECHNOLOGY CORE 1-2
COURSE #6211-12
Fee: \$10.00 per semester
Grade Length: 2 semesters
Grade Level: 9-11

Prerequisite: None
Course Description: This course will introduce the student to standards in general automotive repairs, assessment and diagnostics. It is the prerequisite for Automotive Technology 3-4.

AUTOMOTIVE TECHNOLOGY 3-4
COURSE #6213-14
Fee: \$10.00 per semester
Course Length: 2 blocks/ 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Automotive Technology Core 1-2 with a grade of C or better
Course Description: This block course gives students an opportunity to apply the skills learned in the first automotive course. This course emphasizes diagnosis and repair of different automotive systems while building good work habits and employability skills. The course prepares students completing this program to continue their education in an automotive program at a community college, technical school or university.

AUTOMOTIVE TECHNOLOGY INTERNSHIP
COURSE #6215-16
Course Length: 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment
Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.
Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ Construction & Building Trades (TUHS only)

The Construction & Building Trades program is designed to prepare individuals to apply technical knowledge and skills in the building industry, which include units of instruction in carpentry, electrical, masonry/brick laying, concrete, and plumbing. The program is designed and delivered as a coherent sequence of experiences using technical instruction, academic foundations, experiential learning, work-based learning opportunities and leadership and personal development through the Career and Technical Student Organization, SkillsUSA. Students in this program will have opportunities to earn OSHA-10 certification in Construction Industry as well as NCCER Core and Construction Technologies.

❖ *Construction & Building Trades, cont'd (TUHS only)*

Recommended Courses:

Grade 9-11: Building Trades 1-2
Grades 10-12: Building Trades 3-4
Grade 12: Construction Internship

**BUILDING TRADES 1-2
(TUHS only)
COURSE #6421-22
Fee:** \$10.00 per semester
Course Length: 2 semesters
Grade Level: 9-11

Prerequisite: None

Course Description: This foundation course will prepare students to use a wide variety of construction tools and equipment, demonstrate and maintain a safe work environment. The student will develop an understanding of basic safety, construction math, the use of hand and power tools, construction drawings, basic rigging, materials handling, and basic construction techniques. The student will develop skills in oral and written communication as they relate to the construction industry. This course is designed to help students develop an enhanced understanding of teamwork, employability skills and career opportunities in the construction field.

**BUILDING TRADES 3-4
(TUHS only)
COURSE #6497-98
Fee:** \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Successful completion of Building Trades 1-2 with a grade of C or better

Course Description: This course prepares the individual to apply and demonstrate advanced technical knowledge and skills in various types of construction. This lab-based course will provide the students an opportunity to participate in the planning, design and completion of project based activities. i.e. electrical, masonry block/brick laying, concrete finishing, HVAC, plumbing, floor systems, wall and ceiling framing, site layout, interior and exterior finish and roof applications. The student will continue to develop workplace skills through career and job exploration, leadership style and techniques, construction economy, organizational, oral/written communications, and mathematics related to the industry.

**CONSTRUCTION
INTERNSHIP (TUHS only)
COURSE #6495-96
Course Length:** 2 semesters
Grade Level: 12 (students must be a minimum of age 16)

Prerequisite: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site.
Application forms and other paperwork must be submitted by April 15 of the student's junior year.

❖ *Engineering Sciences*

The Engineering Sciences program is designed to develop student's understanding of engineering problem-solving and design practices. The program will prepare students to apply fundamental scientific and mathematical laws and principles relevant to engineering and technology. Students will learn to use systems of measurement, apply engineering technologies and tools as well as learn about the different disciplines and opportunities within the field of engineering. The program is designed and delivered as a coherent sequence of experiences using technical instruction, academic foundations, experiential learning, supervised occupational experience and leadership and personal development through the Career and Technical Student Organization, SkillsUSA. Students in this program will have opportunities to earn Certified SolidWorks Associate (ASWA) and Certified SolidWorks Professional (CSWP) industry credentials.

Recommended Courses:

Grade 9-10: Engineering 1-2
Grade 10-11: Engineering 3-4
Grade 11-12: Engineering 5-6
Grade 12: Engineering Internship

**ENGINEERING SCIENCES 1-2
COURSE #6501-02
Fee:** \$15.00 per semester
Course Length: 2 semesters
Grade Level: 9-10

Prerequisite: None

Course description: This course will teach the basics knowledge of Engineering principles and systems such as the engineering process, design process, system analysis and control, focusing on the application of mathematical laws and principles.

**ENGINEERING SCIENCES 3-4
COURSE #6503-04
Fee:** \$15.00 per semester
Course Length: 2 semesters
Grade Level: 10-11

Prerequisite: Successful completion of Engineering 1-2 with a grade of C or better

Course description: This course provides an opportunity for students to apply the fundamentals in the world of new technologies emerging from engineering research such as nanotechnology, chemical, environmental, or mechanical engineering. Basic electrical, mechanical, environmental and industrial engineering concepts will be learned. This includes the use of machine tools, computer aided tools, and measurement systems. Students will learn how to link theory to hands-on real world applications.

Note: Dual Enrollment may be offered for this course.

**ENGINEERING SCIENCES 5-6
COURSE #6507-08
Fee:** \$15.00 per semester
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of Engineering 3-4 with a grade of C or better

Course description: This course prepares student to use critical thinking skills and apply formulations from pre-calculus to basic innovative engineering job functions of research, design, development, testing and analysis when preparing product. Students will apply concepts of math and science, and problem solving skills to the different systems using input, process, output and feedback. Students will further demonstrate the fundamentals of engineering and mechanics using scientific principles from materials to construction projects with consideration to environmental factors, economics, and safety.

Note: Dual Enrollment may be offered for this course.

❖ *Welding Technology (WHS only)*

Students successfully completing this program will be prepared to apply the technical knowledge and skills to join or cut metal surfaces. Included is instruction in arc welding, soldering and cutting metal according to applicable codes and standards. After completing the course sequence, students will be ready for entry level positions in the welding industry or continuing education in the field. Students in this program will have opportunities to earn NCCER Core and Welding certifications. This program is designed and delivered as a coherent sequence of courses.

Recommended Courses:

Grades 9-11: Welding Technology 1-2

Grades 10-12: Welding Technology 3-4

Grade 12: Welding Technology 5-6, or Welding Internship

WELDING TECHNOLOGY 1-2

COURSE #6481-82

Fee: \$10.00 per semester

Course Length: 2 semesters

Grade Level: 9-11

Prerequisite: None

Course Description: This course provides the student with an overview of the welding industry, stressing design, materials estimation, working drawings and safe equipment usage. It emphasizes reading, writing and math skills along with career awareness.

Note: Dual Enrollment may be offered for this course.

WELDING TECHNOLOGY 3-4

COURSE #6483-84

Fee: \$10.00 per semester

Course Length: 2 semesters

Grade Level: 10-12

Prerequisite: Successful completion of Welding Technology 1-2 with a grade of C or better

Course Description: This second level course provides the student a focused experience with welding technology. This course covers safety, design, project construction, advanced weld practice, and analysis of weld techniques. Students work cooperatively in the following areas: oxy-fuel welding, stick welding, MIG welding, TIG welding principals, plasma arc cutting, and fabrication techniques. Completion of this course will enable the student to be a welding program completer which may allow for further employment placement and/or intern opportunities. The mechanical application portion of this program is appropriate for those students seeking careers in the engineering related fields.

Note: Dual Enrollment may be offered for this course.

WELDING TECHNOLOGY 5-6

COURSE #6485-86

Fee: \$10.00 per semester

Course Length: 2 semesters

Grade Level: 11-12

Prerequisite: Successful completion of Welding Technology 3-4 with a grade of C or better

Course Description: This third level course is designed to apply welding technology knowledge and skills to a mastery level. Students will have the opportunity to develop skills in independent project construction involving welding fabrication, bench work, machine tool operations, and advanced process operations. Students will take a leadership role in the class and utilize their talents to problem solving issues with machinery and lab assistance.

Note: Dual Enrollment may be offered for this course.

WELDING INTERNSHIP

COURSE #6487-88

Course Length: 2 semesters

Grade Level: 12 (students must be a minimum of age 16)

Prerequisite or off site at a local business: Successful completion of program area coherent sequence and the aligned ADE End of Program Assessment

Course Description: This course provides students with an opportunity to apply previously developed knowledge and skills into a structured work experience on campus or off site at a local business. Students spend at least five hours per week working in the internship and will earn 0.5 credit per semester.

Note: Students MUST provide their own transportation and insurance if working off site. Application forms and other paperwork must be submitted by April 15 of the student's junior year.



WESTERN MARICOPA EDUCATION CENTER (West-MEC) CENTRAL PROGRAMS

Central programs are offered at a number of campuses throughout the Western Maricopa Education Center member-district attendance area. Students are accepted via an online application process. Program information, locations, requirements, and applications can be accessed at: www.west-mec.org

❖ *Aesthetician Program (One Year)*

The Aesthetician program prepares students for a career as trained skin care professionals who specialize in providing skin care and beauty-related services. Courses meet three and one-half hours per day, Monday through Friday including integrated clinical experiences. This program is located at Gateway Community College/Deer Valley, 2931 W. Bell Road, Phoenix, AZ 85023.

AESTHETICIAN FOUNDATIONS

COURSE #AE101/6000

Tuition Fee: Yes

Application Required

High School Credits: 2.25

Prerequisite: Junior or Senior Status Only

Course Description: AE101 is the first course of the one-year Aesthetician program, offered to high school juniors and seniors. The course provides students a foundation in the skin care and beauty-related industry. Students will learn to perform facials, skin analysis, and body treatments, including full body exfoliation. Students will also learn hair removal techniques using both hard and soft wax, light exfoliation with fruit acids (peels), and microdermabrasion. Training includes day and evening makeup and false eyelash application.

AESTHETICIAN SERVICES
COURSE #AE102/6001
Tuition Fee: Yes
High School Credits: 2.25

Prerequisite: Successful completion of AE101 Aesthetician Foundations
Course Description: AE102 is the second course of the one-year program. The course allows students to apply learned skills in skin care and beauty-related services. Emphasis is placed on the application of skills necessary for establishing and maintaining a clientele. Topics also include knowledge of State laws pertaining to aesthetics, as well as business management skills. Upon completion of this program you will be prepared to pass the Arizona State Board of Cosmetology aesthetics licensing exam.

❖ *Air Conditioning Technician (One Year)*

The Air Conditioning Technician program prepares students to work as a technician in heating, ventilation, air conditioning and refrigeration. Students will trouble shoot, diagnose, repair and install equipment in the commercial and residential market. Courses meet three hours per day, Monday- Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027

HVAC-R FUNDAMENTALS
COURSE #HRC103/5900
Tuition Fee: Yes
Application Required
High School Credits: 2

Prerequisite: Junior or Senior Status Only
Course Description: This is the first course in a series of two. The course will cover the following topics: Construction drawings, basic electricity tools of the trade, piping, HVAC controls, math for HVAC, estimating skills, materials handling, safety, rigging, introduction to cooling and heating, soldering and brazing.

HVAC-R TECHNICIAN
COURSE #HVR104/5902
Tuition Fee: Yes
High School Credits: 2

Prerequisite: Successful completion of HRC104 – HVACR- Fundamentals
Course Description: This is the final course in a series of two. The course will cover the following: commercial air systems, chimneys, flues, hydraulic systems, air quality, leak detection, recovery and charging, basic electronics, control circuit troubleshooting, troubleshooting gas heating and cooling, heat pumps, basic installation and maintenance practices and duct systems.

❖ *Automotive Collision Technology (Two Year)*

The Automotive Collision Technology program focuses on auto body repair. Courses meets two and one-half hours per day, Monday through Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.

AUTOMOTIVE COLLISION
CORE CURRICULUM
COURSE #AC101/6221
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Junior or Senior Status Only
Course Description: AC101 is the first course of a two-year automotive collision repair program offered to junior and senior students. This course teaches the basic principles and terminology of the auto body repair industry. This course includes hands-on repair of body damage including: metal work, trim and basic painting, estimating job costs, types of metals and plastic, industry safety components, structural analysis, suspension and drive trains, computer diagnostic systems, and welding used in collision repair. Upon completion of the two-year program, students may test for I-Car Industry Certification.

AUTOMOTIVE COLLISION
REPAIR
COURSE #AC102/6222
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of AC101 - Automotive Collision Core Curriculum
Course Description: AC102 is the second course of a two-year automotive collision repair program offered to junior and senior students. This course covers auto refinishing and minor bodywork. Students will learn advanced principles of auto body painting and refinishing including: surface preparation, spray gun operation, paint mixing, matching and applying, solving paint application problems, finish defect causes and cures, and safety precautions. Students will use all types of automotive paints and undercoats; some custom design paintwork is taught. This course also teaches estimating costs, types of metals and plastics used for reconstruction, safety practices, advanced structural analysis, computer diagnostic systems, welding, as well as customer service and basic business practices. Upon completion of the two-year program, students may test for I-Car Industry Certification.

AUTOMOTIVE COLLISION
STRUCTURAL REPAIR
COURSE #AC201/6223
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of AC102 - Automotive Collision Repair
Course Description: This course starts the second year of the two-year automotive collision program which continues to cover principles and terminology of the auto body repair industry. The curriculum reiterates safety, career opportunities, workplace skills and ethics, and includes more advanced principles of structural damage analysis including major body and frame repair, mechanical and electrical repair, suspension and drive trains, computer diagnostic systems, estimating cost factors and glass repair. Upon completion of the two-year program, students may test for I-Car Industry Certification.

AUTOMOTIVE COLLISION
ADVANCED PAINTING
TECHNIQUES
COURSE #AC202/6224
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of AC201 - Automotive Collision Structural Repair
Course Description: This is the final course in the two-year automotive collision industries program. The course allows students to apply learned skills in the area of collision repair with extensive hands-on custom painting and tinting, matching paints, fancy detailing and troubleshooting painting problems. Upon completion of the two-year program, students may test for I-Car Industry Certification.

❖ *Automotive Technology (Two Year)*

The goal of the Automotive Technology program is to provide experience in the Automotive Service Technology field and prepare students to be successful in the industry. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.

AUTOMOTIVE TECHNOLOGIES CORE CURRICULUM COURSE #AT101/6225 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Junior Status Only Course Description: AT101 is the first course in a two-year automotive technology program, offered to junior students through a partnership with West-MEC (Western Maricopa Education Center). The course focuses student learning on automobile engine performance, brakes, steering and suspension, and electrical components.
AUTOMOTIVE TECHNOLOGIES I COURSE #AT102/6226 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of AT101 - Automotive Technology Core Curriculum Course Description: AT102 is the second course in the automotive technology program. The course allows students to apply learned skills in the area of automobile engine performance, brakes, steering and suspension, and electrical components.
AUTOMOTIVE TECHNOLOGIES II COURSE #AT201/6227 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of AT102 - Automotive Technology Course Description: AT201 starts the second year of the two-year automotive technology program. The program teaches students automobile engine performance, brakes, steering and suspension, and electrical components.
AUTOMOTIVE TECHNOLOGIES ADVANCED SYSTEMS COURSE #AT202/6228 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of AT201 - Automotive Technologies II Course Description: AT202 is the final course in the automotive technology program. The course allows students to apply learned skills in the area of automobile engine performance, brakes, steering and suspension, and electrical components. * Upon completion of the two-year program, students may take the NATEF ASE Certification Exam.

❖ *Aviation Maintenance Technology (Two Year)*

The Aviation Maintenance Technology program includes approximately 17 days each June to meet the minimum hours of required FAA instruction. Courses meet four and one-half hours per day, Monday through Friday. This program is located at West-MEC Central Campus, 6997 N. Glen Harbor Blvd., Glendale, AZ 85307.

AVIATION TECHNOLOGIES GENERAL CURRICULUM COURSE #AV101/6300 Tuition Fee: Yes Application Required High School Credits: 3	Prerequisite: Junior Status Only Course Description: AV101 is the first course of a two-year Aviation Technology program, offered to junior students through a partnership with West-MEC (Western Maricopa Education Center). The program curriculum includes content in the repair and maintenance of aircraft including the following: electricity, math, physics, mechanic privileges and limitations, maintenance publication, maintenance forms and records, weight and balance.
AVIATION AIRFRAME SYSTEMS I COURSE #AV102/6301 Tuition Fee: Yes High School Credits: 2	Prerequisite: Successful completion of AV101 - Aviation Technologies General Curriculum Course Description: AV102 completes the first year of the Aviation Technology program. Students are introduced to fundamental skills in aircraft repair and maintenance including: aircraft instruments, aircraft fuel systems, fire protection systems, ice and rain control systems, aircraft finishes, sheet metal, landing gears, and hydraulics.
AVIATION AIRFRAME & POWER PLANT SUMMER COURSE #AV103/6302 Tuition Fee: Yes High School Credit: 1	Prerequisite: Successful completion of AV102 - Aviation Airframe Systems I Course Description: Students will continue to refine fundamental skills introduced in Aviation Airframe Systems I and begin learning about Power Plant Systems.
AVIATION AIRFRAME SYSTEMS II COURSE #AV201/6303 Tuition Fee: Yes High School Credits: 3	Prerequisite: Successful completion of AV103 - Aviation Airframe & Power Plant Summer Course Description: AV201 starts the second year of the Aviation Technology program. The program curriculum includes content in the repair and maintenance of aircraft including the following: Welding, Cabin Atmosphere Control Systems, Airframe Inspection, and Assembly and Rigging.
AVIATION POWER PLANT 1 SYSTEMS COURSE #AV202/6304 Tuition Fee: Yes High School Credits: 2	Prerequisite: Successful completion of AV201 - Aviation Airframe Systems II Course Description: AV202 is the final course of the Aviation Technology program. The program curriculum includes content in the repair and maintenance of aircraft including the following: Turbine and Reciprocating Engines, Engine Inspection, Ignition and Starting Systems, and Fuel Metering Systems.
Aviation power plant Summer COURSE #AV203 Tuition Fee: Yes High School Credits: 1	Prerequisite(s): Successful completion of AV202 - Aviation Power plant Course Description: Students will continue to refine fundamental skills introduced in Aviation power plant. *Upon successful completion of the two-year program, students who are 18 years of age or older, may take the final exam for certification known as the Aviation Maintenance Technician exam.

❖ Avionics/Electronics (Two Year)

The Avionics/Electronics program prepares students to work in the aviation avionics industry and in organizations that have a heavy emphasis on electronics and electronic systems. This course will cover areas of aviation fundamentals, electronics, safety, math and science for avionics, instrumentation, exposure to airframes and cockpits, lab testing, installation and repair of aviation electronic equipment. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Central Campus, 6997 N. Glen Harbor Blvd., Glendale, AZ 85307.

AVIONICS TECHNOLOGY FUNDAMENTALS I COURSE # ET101/6305 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Junior Status Only Course Description: This is the first course in a series of four. The course will cover the following areas: aviation fundamentals, basic electricity/electronics, safety, ac/dc theory, semi-conductors, and instrumentation, tools of the trade and math and science for avionics.
AVIONICS TECHNOLOGY FUNDAMENTALS II COURSE # ET102/6306 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of ET101 - Avionics Technology Fundamentals I Course Description: This is the second course in a series of four. This course will provide a base foundation in the following areas: electronic circuits, digital circuits, numbering systems in electronics, air transportation code, aircraft wiring, troubleshooting and repair and line and bench radar systems.
AVIONICS TECHNOLOGY SERVICES I COURSE # ET201/6307 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of ET102 - Avionics Technology Fundamentals II Course Description: This is the third course in a series of four. This course applies learned skills from the fundamental courses to the following: aircraft electrical systems, line and bench maintenance, aircraft radio maintenance, calibration of test equipment, soldering and lab safety.
AVIONICS TECHNOLOGY SERVICES II COURSE # AV202/6308 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of ET103 - Avionics Technology Services I Course Description: This is the final course in the series of four. The course includes the application of skills learned in the first three courses. The emphasis in this course is on installing and testing avionics systems like, transceivers, receivers, flight and engine instrumentation, auto pilot systems, navigation and radar systems, flight recording systems, FCC license requirements and aircraft forms and documentation.

❖ Coding (Two Year)

The Coding program prepares students for a career as a software developer. The program prepares students to design and develop software, build apps for phones, tablets, and websites and write and test computer code. Courses meet two and one-half hours per day, Monday through Friday. This program is located at START@West-MEC, 5405 N. 99th Ave., Glendale, AZ 85305.

SURVEY OF CODING COURSE # C101/8932 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Junior or Senior Status Only Course Description: C101 is the first course of the two-year Coding program, offered to high school juniors and seniors. The course provides students a foundation in the software development industry. Students will learn the fundamentals of software development systems, computer concepts, and programming techniques. Hands-on experience with selected industry software and programming languages such as PHPStorm, Git, GitHub, HTML5 and CSS3, JavaScript and PHP. Students will apply skills and knowledge to develop web-based applications.
CODING FUNDAMENTALS I COURSE # C102/8933 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of C101 - Survey Of Coding Course Description: C102 is the second course of the two-year Coding program. Students will learn fundamental concepts of programming from an object-oriented perspective. These concepts include classes, objects and methods, algorithm development, problem-solving techniques, basic control structures, primitive types and arrays. Students will apply skills and knowledge to develop more complex web-based applications with an emphasis on data collection, code management, and data persistence.
CODING FUNDAMENTALS II COURSE # C201/8934 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of C102 - Coding Fundamentals I Course Description: C201 is the third course of the two-year Coding program. Students will learn advanced programming, integration, and team-oriented programming. Emphasis is on the emerging NodeJS development stack covering such topics as server-side JavaScript, APIs, and 3 rd party integration, module/package development and publishing. This course also covers document-based (NoSQL) database design and development. Students will apply skills and knowledge to develop NodeJS APIs ready for front-end service consumption.
CODING APPLICATIONS COURSE # C202/8935 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of C201 – Coding Fundamentals II Course Description: This is the fourth course of the two-year Coding program. The course allows students to apply learned skills in software development to create robust services and applications. Emphasis remains on full-stack JavaScript development. Students will build on the skills and knowledge acquired in the previous courses with an emphasis on AngularJS and single page applications, mobile device service consumption, and cloud deployment of developed applications.

❖ *Cosmetology (Two Year)*

The Cosmetology program includes approximately 12 days each June in order to complete the required training hours. In partnership with Gateway Community College, courses meet four hours per day, Monday through Friday and may include some Saturday classes in order to meet the training hours. This program is located at West-MEC Northwest Campus, 13201 W. Grand Ave., Surprise, AZ 85374.

FUNDAMENTALS OF COSMETOLOGY COURSE #COS101/6310 Tuition Fee: Yes Application Required High School Credits: 3	Prerequisite: Junior or Senior Status Only Course Description: This fundamentals course provides junior and senior students with the knowledge needed to succeed in a Cosmetology and Aesthetics program. Topics include ethics, sanitation, Arizona state laws, and other fundamentals of the modern salon. As students begin training, they will explore the history of cosmetology; gain an understanding of the industry's expectations for image, communication, sanitation, and general life skills. Students will identify basic anatomy and physiology structures, including skin, nails, muscles, bones, hair, and scalp. Students will be introduced to cosmetology-related chemistry and electricity, practice basic shampooing and scalp treatments, hair cutting, nail care, basic aesthetic procedures, disinfection control practices, and styling techniques, including blow drying, finger waving, air waving, hair pressing, and thermal waving and curling. Students will begin to work with hair color, tint, and bleach, along with permanent waving and chemical relaxing processes. Practice will be limited to mannequins, other students, or models.
COSMETOLOGY BASIC APPLICATIONS COURSE #COS102/6311 Tuition Fee: Yes High School Credits: 2.5	Prerequisite: Successful completion of COS101 - Fundamentals of Cosmetology Course Description: Building on the skills and knowledge acquired in the previous course, students will apply chemical texture services, wig and hair enhancements, braids, extensions, permanent waving, hair relaxing, and tinting, bleaching, and basic hair coloring procedures. Students will recognize various skin diseases and disorders, along with the theory of aesthetics, which includes knowledge of facial procedures including make-up application and waxing. Additionally, students will be introduced to nail diseases and disorders. Students will gain knowledge of manicure and pedicure practices and procedures, along with gaining experience with sculptured nails, gel nails, and nail tips with overlays. Students will continue practicing their skills on mannequins, students, models, and students will be introduced to working on clients.
COSMETOLOGY BASIC APPLICATIONS SUMMER COURSE #COS103 Tuition Fee: Yes Application Required High School Credits: .5	Prerequisite: Successful completion of COS102 - Fundamentals of Cosmetology Course Description: Continuing to build on the skills and knowledge acquired in the previous course, students will apply chemical texture services, wig and hair enhancements, braids, extensions, permanent waving, hair relaxing, and tinting, bleaching, and basic hair coloring procedures. Students will recognize various skin diseases and disorders, along with the theory of aesthetics, which includes knowledge of facial procedures including make-up application and waxing. Additionally, students will be introduced to nail diseases and disorders. Students will gain knowledge of manicure and pedicure practices and procedures, along with gaining experience with sculptured nails, gel nails, and nail tips with overlays. Students will continue practicing their skills on mannequins, students, models, and students will be introduced to working on clients.
COSMETOLOGY ADVANCED APPLICATIONS COURSE #COS201/6312 Tuition Fee: Yes High School Credits: 3	Prerequisite: Successful completion of COS103 - Cosmetology Basic Applications Summer Course Description: As students' progress through this class, they will continue to develop and practice skills in hair cutting, coloring, bleaching, tinting, permanent waving, and styling on the clinic floor, working with clients. Students will be encouraged to develop good customer service skills and build a client base. In addition, students will continue to practice and cultivate their aesthetic and nail care skills and knowledge.
PRACTICUM & CERTIFICATION PREP COURSE #COS202/6313 Tuition Fee: Yes High School Credits: 2.5	Prerequisite: Successful completion of COS 201 - Cosmetology Advanced Applications Course Description: Students will apply the knowledge and skills learned in previous classes and working on clients, on the clinic floor. At this time in the training, students will gain expertise in their skills and receive additional training for advanced techniques in hair cutting, coloring, permanent waving, relaxing, and styling. In addition, students will sharpen their skills in aesthetics, nail care, and client services. Students will begin to explore cosmetology careers and salon businesses. This course prepares students for licensure and entrance into the workforce. Students will review the Arizona Board of Cosmetology (ABOC) rules and regulations, along with cosmetology-related Arizona State Laws. In preparation for the state board exam, students will fine tune procedures and review the ABOC required curriculum. Students will participate in mock exams – both written and demonstration. In addition, students will begin employment-seeking activities, which include job site field trips, résumé writing, mock interviewing, and job researching.
PRACTICUM & CERTIFICATION PREP SUMMER COURSE #COS203 Tuition Fee: Yes High School Credits: 2.5	Prerequisite: Successful completion of COS 202 - Cosmetology Practicum & Certification Prep Course Description: Students will continue to apply the knowledge and skills learned in previous classes and working on clients, on the clinic floor. At this time in the training, students will gain expertise in their skills and receive additional training for advanced techniques in hair cutting, coloring, permanent waving, relaxing, and styling. In addition, students will sharpen their skills in aesthetics, nail care, and client services. Students will begin to explore cosmetology careers and salon businesses. This course prepares students for licensure and entrance into the workforce. Students will review the Arizona Board of Cosmetology (ABOC) rules and regulations, along with cosmetology-related Arizona State Laws. In preparation for the state board exam, students will fine tune procedures and review the ABOC required curriculum. Students will participate in mock exams – both written and demonstration. In addition, students will begin employment-seeking activities, which include job site field trips, résumé writing, mock interviewing, and job researching.

❖ *Dental Assisting (Two Year)*

The Dental Assisting program prepares students to perform technical services involved with planning, organizing, researching, directing and controlling functions and processes related to the provision of dental assisting healthcare services; both front office and clinical responsibilities. An integrated approach to teaching and learning is provided as students develop interpersonal relations, career development skills and technical knowledge and skills associated with a dental assistant. Students completing this program will be prepared to participate in teams, solve problems, think critically and implement effective solutions. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Northwest Campus, 13201 W. Grand Ave., Surprise, AZ 85374.

**DENTAL ASSISTING
FOUNDATIONS I
COURSE #DEN101
Tuition Fee:** Yes
Application Required
High School Credits: 1.5

Prerequisite: Junior or Senior Student
Course Description: This course will teach students the basic academic and technical knowledge and skills needed to pursue a career as a Dental Assistant in a clinical or dental office setting or to continue into postsecondary education.

**DENTAL ASSISTING
FOUNDATIONS II
COURSE #DEN102
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of DEN 101 - Dental Assisting Foundations I
Course Description: This course will continue to teach students the basic academic and technical knowledge and skills needed to pursue a career as a Dental Assistant in a clinical or dental office setting or to continue into postsecondary education.

**DENTAL ASSISTING
SERVICES I
COURSE #DEN201
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of DEN 102 - Dental Assisting Foundations II
Course Description: This first of two advanced courses will provide an opportunity for students to enhance and apply the academic and technical knowledge and skills of the Dental Assistant program in a clinical setting. It will also provide opportunity for students to pursue their credential for Dental Assisting or continue into postsecondary education.

**DENTAL ASSISTING
SERVICES II
COURSE #DEN202
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of DEN 201 - Dental Assisting Services I
Course Description: This second of two advanced courses will provide an opportunity for students to enhance and apply the academic and technical knowledge and skills of the Dental Assistant program in a clinical setting. It will also provide opportunity for students to pursue their credential for Dental Assisting or continue into postsecondary education.

❖ *Electrical Trade Specialty (One Year)*

The Electrical Trade Specialty program prepares trainees to enter the electrical field. This program will cover the basic fundamentals of the following: construction math, power & hand tools, basic rigging, material handling, communication skills, and employability skills, electrical circuits, device boxes and equipment, raceways and fittings, conductors and cables, motors, lighting, pull and junction boxes, breakers and fuses, safety, construction drawings and control systems. Course meet two and one-half hours per day, Monday – Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.

**INDUSTRIAL ELECTRICIAN
FUNDAMENTALS
COURSE #ELE101
Tuition Fee:** Yes
Application Required
High School Credits: 1.5

Prerequisite: Senior Status Only
Course Description: This is the first in a series of two courses. This foundation course will cover the core curriculum of safety, construction math, power & hand tools, basic rigging, material handling, communication skills, and employability skills. The student will learn about electrical circuits, National Electric Code®, device boxes, conduit bending, construction drawings, raceways, fittings, conductors, cables, residential electric services, and test equipment. The student will develop skills in oral and written communication as they relate to the electrical industry. This course is designed to help students develop an enhanced understanding of teamwork, employability skills, and career opportunities in the electrical field.

**INDUSTRIAL ELECTRICIAN
COURSE #ELE102
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of ELE101 – Industrial Electrician Fundamentals
Course Description: This is the second course in a series of two. This course prepares students to apply and demonstrate advanced technical knowledge and skills using a variety of techniques and equipment. This course includes a focus on alternating current, motors, lighting, conduit bending, pull boxes, junction boxes, conductor installation, cable tray, terminating and splicing conductors, fuses, circuit breakers, and control systems. Students will also plan, design, and complete project-based activities.

❖ *Emergency Medical Technician (One Semester)*

The Emergency Medical Technician (EMT) program meets at various campuses. Community College Credits are awarded when courses are successfully completed. In partnership with Maricopa Community Colleges. Course meet three hours per day, Monday through Thursday. This program is located at Estrella Mountain Community College/Southwest Skill Center, 3000 N. Dysart Road, Avondale, AZ 85392 and Gateway Community College/Deer Valley, 2931 W. Bell Road, Phoenix, 85023.

**FUNDAMENTALS OF EMT
COURSE #EM101A/6335
Tuition Fee:** Yes
Application Required
High School Credits: 1

Prerequisite: Senior status only
Course Description: EM101A is offered to senior students through a partnership with West-MEC (Western Maricopa Education Center). The CPR section of the EMT course is a comprehensive overview to train a student to provide emergency care for patients suffering sudden illness or injury and includes patient assessment, lifting/ moving patients, taking vital signs, basic treatment for selected medical conditions and bandaging / splinting of injured patients. This course is appropriate for students considering careers in law enforcement agencies, healthcare, or fire service/protective agencies.

**ADVANCED APPLICATIONS
OF EMT
COURSE #EM101B/6336
Tuition Fee: Yes
High School Credits: 1**

Prerequisite: Successful completion of EM101 - A Fundamentals of EMT
Course Description: EM101B, the second section of the EMT course, presents techniques of emergency medical care in accordance with national and state curriculum. The class encompasses the study of the human body, patient assessment, treatment of medically or traumatically compromised patients, special hazards, and medical operations. Further topics include IV monitoring, Sudden Infant Death Syndrome (SIDS), patient-assisted medication administration, automated external defibrillators, and blood-glucose monitoring. Students participate in two eight-hour clinical rotations through a local emergency department scheduled during the semester outside normal class hours.

*** Upon completion of the course, students who are 18 years of age or older, may take the National Registry Exam to receive EMT certification.**

❖ **Energy & Industrial Technology (Two Year)**

The Energy and Industrial Technology Program is a multidisciplinary field of study that includes a combination of mechanical engineering, electrical engineering, automation and control systems engineering. In partnership with APS, Palo Verde Nuclear Generating Facility and Estrella Mountain Community College, courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326,

**ENERGY & INDUSTRIAL
TECHNOLOGY 1
COURSE #EIT101/6340
Tuition Fee: Yes
Application Required
High School Credits: 1.5**

Prerequisite: Junior or Senior Status
Course Description: This course covers safety, tools, technical schematics and energy technologies. The laboratory portion of this course provides hands-on experience for the mechanical and electrical skills required of E&IT technicians. This course is aligned with Occupational Safety and Health Administration (OSHA) and the National Center for Construction Education and Research (NCCER) curriculum. There are dual enrollment opportunities for 6 college credits and two industrial certifications associated with this course.

**ENERGY & INDUSTRIAL
TECHNOLOGY 2
COURSE #EIT102/6341
Tuition Fee: Yes
High School Credits: 1.5**

Prerequisite: Successful completion of EIT101 - Energy & Industrial Technology 1
Course Description: This course covers pumps, drivers, valves, lubrication and oxy-fuel cutting. The laboratory portion of this course provides hands-on experience for the mechanical and electrical skills required of E&IT technicians. This course is aligned with NCCER curriculum. There are dual enrollment opportunities for 6 college credits and one industrial certification associated with this course.

**ENERGY & INDUSTRIAL
TECHNOLOGY 3
COURSE #EIT201/6342
Tuition Fee: Yes
High School Credits: 1.5**

Prerequisite: Successful completion of EIT10w - Energy & Industrial Technology 2
Course Description: This course covers piping systems, fluid systems, and mechanical components. The laboratory portion of this course provides hands-on experience for the automation and control systems skills required of E&IT technicians. This course is aligned with NCCER curriculum. There are dual enrollment opportunities for 6 college credits and one industrial certification associated with this course.

**ENERGY & INDUSTRIAL
TECHNOLOGY 4
COURSE #EIT202EI/6343
Tuition Fee: Yes
High School Credits: 1.5**

Prerequisite: Successful completion of EIT201 - Energy & Industrial Technology 3
Course Description: This course covers ac/dc theory, process instrumentation, test equipment and digital control equipment. The laboratory portion of this course provides hands-on experience for the automation and control systems skills required of E&IT technicians. This course is aligned with NCCER curriculum. There are dual enrollment opportunities for 6 college credits and one industrial certification associated with this course.

❖ **Fire Science (One Year)**

The Fire Science program meets two days per week for a total of six hours per week at a variety of locations. Community College Credits are awarded when courses are successfully completed. Fire fighters must be EMT certified; therefore, students are advised to complete the Fire Science program as juniors and the Emergency Medical Technician (EMT) program as seniors. In partnership with Maricopa Community Colleges, courses meet three hours per day, twice a week, Monday and Wednesday or Tuesday and Thursday. This program is located at Glendale Community College Main Campus, 6000 W. Olive Ave., Glendale, AZ 85302.

**INTRODUCTION TO FIRE
PROTECTION &
SUPPRESSION
COURSE #FS101/6337
Tuition Fee: Yes
Application Required
High School Credits: 1**

Prerequisite: Junior or Senior Status Only
Course Description: FS101 presents a history and evaluation of the fire department organization. Junior and senior students learn the role of the fire service in the community. Students study responsibilities of the fire administrator including organization, departmental functions, inter-departmental relationships, management of buildings and equipment, and techniques of fire-fighting. In addition, students learn emergency medical services and fire prevention and examine characteristics and behavior of fire, fire hazard properties of ordinary materials, extinguishing agents, fire suppression organization and equipment, basic firefighting tactics, and public relations as affected by fire suppression.

**HAZARDOUS
MATERIALS/FIRST
RESPONDERS/SPECIAL
PROJECTS
COURSE #FS102/6338
Tuition Fee: Yes
High School Credits: 1**

Prerequisite: Successful completion of FS101 – Introduction to Fire Protection
Course Description: FS102 teaches students the basic methods of recognition and identification based on chemical and physical properties of hazardous materials; basic safety procedures when utilizing specific types of protective clothing and equipment; basic tactical information relating to scene management. Students will study confined space operations in accordance with the National Fire Protection Agency. Students will be given the opportunity to engage in a unique capstone experience that is organized and tailored around the interests and needs of the individual student. The experience is structured to provide an atmosphere of individualized research and study paralleled by professional expertise and guidance. Professional type facilities and equipment will be available to students. The capstone experience allows the best aspects of independent study and individualized learning to be combined to maximize student development.

❖ *General Construction Technology (One Year)*

The General Construction Technology program prepares trainees to enter the world of residential and commercial construction. This course will cover the base fundamentals of the following: estimating, concrete, masonry, framing, dry wall, basic electrical, basic plumbing, roofing, hand and power tools, rigging and materials handling, safety. Courses meet three hours per day, Monday through Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027 and West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326.

GENERAL CONSTRUCTION I & II

COURSE #GC103/6413

Tuition Fee: Yes

Application Required

High School Credits: 2.5

Prerequisite: Juniors or Seniors Status

Course Description: This is the first of two courses. General Construction I & II will cover the core curriculum of construction drawings, basic electricity, safety, power and hand tools, math, estimating skills rigging and business concepts.

GENERAL CONSTRUCTION III & IV

COURSE #GC104/6414

Tuition Fee: Yes

High School Credits: 2.5

Prerequisite: Successful completion of GC103 - Construction I & II

Course Description: This the second course in a series of two. This course includes flooring, roof systems, stairs walls, ceiling systems, and exterior finishes (concrete).

*** Upon completion one year program, students may choose to continue in a program of study by taking the Electrical or Plumbing Trade Specialty Program.**

❖ *IT Security (Two Year)*

The IT Security program prepares students to work with computer network security. This program will cover the fundamentals of operating systems, network management and security, ethics in information technology and management of information systems. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Northwest Campus, 13201 W. Grand Ave., Surprise, AZ 85374 and West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326.

INFORMATION TECHNOLOGIES FUNDAMENTALS

COURSE #ITS101/8936

Tuition Fee: Yes

Application Required

High School Credits: 1.5

Prerequisite: Junior or Senior Status Only

Course Description: An overview of the fundamental concepts of computer information systems used in personal and business environments. This course introduces computer hardware, software, procedures, systems, languages and human resources. It further explores social and ethical issues related to computer systems, Internet protocol, emerging technologies problem solving and troubleshooting. Preparation for CompTIA A+ examination.

IT - OPERATING SYSTEMS

COURSE #ITS102/8938

Tuition Fee: Yes

High School Credits: 1.5

Prerequisite: Successful completion of ITS101 - IT – Information Technologies Fundamentals

Course Description: This course includes knowledge and skills necessary to perform day-to-day administration tasks and troubleshooting in a Microsoft Windows and Linux based operating system environment.

IT - NETWORKS, SWITCHES, ROUTERS

COURSE: #ITS201/8937

Tuition Fee: Yes

High School Credits: 1.5

Prerequisite: Successful completion of ITS102 – IT – Operating Systems

Course Description: Introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced. Students will build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes. Preparation for Cisco certification examination.

IT SECURITY

COURSE #ITS202/8939

Tuition Fee: Yes

High School Credits: 1.5

Prerequisite: ITS201 - IT – Network, Switches, Routers

Course Description: Overview of information security principles, access control, risk management, and compliance. Covers threats to the IT infrastructure and how they can impact operations. Demonstrates strategies to mitigate risk impacts as they relate to the IT infrastructure. Provides technical knowledge required to execute on the essentials of information security.

❖ *Law, Public Safety and Security (Two Year)*

The Law, Public Safety and Security program prepares students to perform technical services involved with planning, organizing, researching, directing and controlling functions and processes related to the provision of Law, Public Safety and Security services. An integrated approach to teaching and learning is provided as students develop interpersonal relations, career development skills and technical knowledge and skills associated with careers in this growing field. Students completing this program will be prepared to participate in teams, solve problems, think critically, and implement effective solutions. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Central Campus, 6997 N. Glen Harbor Blvd., Glendale, AZ 85307 and West-MEC Northwest Campus, 13201 W. Grand Ave., Surprise, AZ 85374.

FUNDAMENTALS OF LAW, PUBLIC SAFETY AND SECURITY I

COURSE #LPS101/8941

Tuition Fee: Yes

Application Required

High School Credits: 1.5

Prerequisite: Junior or Senior Status Only

Course Description: This course introduces students to careers in Law, Public Safety and Security and prepares students to apply academic and technical knowledge and skills related to common industry standards and practices. This course includes fitness standards, defensive tactics, patrol functions, traffic control, firearms safety, report writing, evidence packaging and SWAT.

**FUNDAMENTALS OF LAW,
PUBLIC SAFETY AND
SECURITY II
COURSE #LPS102/8942
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of LPS101 - Fundamentals of Law, Public Safety and Security I
Course Description This course introduces students to careers in Law, Public Safety and Security and prepares students to apply academic and technical knowledge and skills related to common industry standards and practices. This course includes securing the scene, introduction to sketching, impressions evidence, blood spatter analysis, hair and fiber analysis, firearms ballistics, death investigation, community policing, crisis negotiation, building searches, interviewing and interrogation, drug investigations and victim advocacy.

**LAW, PUBLIC SAFETY AND
SECURITY - ADVANCED
APPLICATIONS I
COURSE #LPS201/8943
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of LPS102 - Fundamentals of Law, Public Safety and Security II
Course Description This course prepares students to apply advanced academic and technical knowledge and skills to a variety of settings within Law, Public Safety and Security. This course includes introduction to corrections, a jail field trip, court testimony, security pathways, incident command, advanced forensics, basic HAZMAT, search and rescue and human tracking.

**LAW, PUBLIC SAFETY AND
SECURITY - ADVANCED
APPLICATIONS II
COURSE #LPS202/8944
Tuition Fee:** Yes
High School Credits: 1.5

Prerequisite: Successful completion of LPS201 - Law, Public Safety and Security - Advanced Applications I
Course Description This course prepares students to apply advanced academic and technical knowledge and skills to a variety of settings within Law, Public Safety and Security. This course includes community relations, computer forensics, cyber security, arson investigations, forensic interviewing and odontology, animal control, professional dispatching, bike safety/patrol, accident reconstruction, fraud investigation and insurance investigations.

❖ *Massage Therapy (One Year)*

The Massage Therapy Program builds strong foundational massage skills for students planning to enter the rapidly growing Massage Therapy Industry whether they choose to pursue: private practice, spas, fitness centers, sports teams, hospitals, rehabilitation centers, or chiropractic offices. Focus is placed on structural massage – the ability to couple and apply a deep understanding of anatomy with powerful tissue sculpting techniques in order to create radical change in the body. 50% of course time is devoted to hands-on activities including Swedish, Deep Tissue, Myofascial, Sports, Pregnancy, and Asian Massages. 25% of course time is spent on anatomy, physiology, and kinesiology as they pertain to Massage Therapy. The remainder of the course is devoted to addressing specific syndromes, delivering superior service in a safe manner, ethics, and business training applicable to the industry. In partnership with Gateway Community College, courses meet three and one-half hours per day, Monday through Friday. This program is located at Gateway Community College/Deer Valley, 2931 W. Bell Road, Phoenix, AZ 85023.

**MESSAGE THERAPY
FOUNDATIONS
COURSE #MT101/6320
Tuition Fee:** Yes
Application Required
High School Credits: 2.75

Prerequisite: Senior Status Only
Course Description: MT101 is the first course of the one-year Massage Therapy program, offered to high school seniors. The course covers basics such as sanitation, hygiene, safety, massage contraindications, ethics, healthy therapeutic relationships, professional communication, and overview of the human body, healthcare terminology, muscle theory, client care, self-care, and Swedish Massage. It then continues with advanced anatomy and massage, focusing in detail on the skeletal and muscular components and manipulations of the upper body. Students are taught all the bones and muscles of the upper body and the kinesiology that develops from their interactions. Corresponding Deep-Tissue Massage for the upper body is taught in conjunction with the advanced anatomy to ensure its practical application. Eastern Massage is taught with an emphasis on Thai Massage and its integration with Western Structural Massage. Recently learned skills will be practiced on the general public during clinic.

**MESSAGE THERAPY
SERVICES COURSE
#MT102/6321
Tuition Fee:** Yes
High School Credits: 2.75

Prerequisite: Successful completion of MT101 - Massage Therapy Foundations
Course Description: The second semester of this advanced anatomy and massage course focuses in detail on the skeletal and muscular components and manipulations of the lower body. Students will learn all the bones and muscles of the lower body and the kinesiology that develops from their interactions. Corresponding Deep-Tissue Massage for the lower body is taught in conjunction with the advanced anatomy to ensure its practical application. Students combine all of their program skills; integrating anatomy, kinesiology, concepts, theories, and techniques to properly assess clients and apply critical thinking in tailoring treatments to individuals with documentation. Common injuries and conditions are covered with specific strategies and protocols to address them. Business skills and entrepreneurial perspectives conducive to the industry of massage therapy are taught along with promotional massage techniques such as chair massage. Recently learned skills will be practiced on the general public during clinic.

❖ *Medical Assisting (One Year)*

The Medical Assisting program prepares students to deliver vital care services alongside medical professionals, including assisting in office surgeries, performing lab tests, taking vital signs and managing medical front office operations by scheduling appointments, maintaining patient files, and creating records for insurance reimbursement. Courses meet four hours per day, Monday through Friday and may include summer clinical experiences. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027 and West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326.

**MEDICAL ASSISTANT
FOUNDATIONS I & II
COURSE #MA103/6006
Tuition Fee:** Yes
Application Required
High School Credits: 2.75

Prerequisite: Senior Status Only

Course Description: MA103 is the first course of the one-year Medical Assisting program, offered to high school seniors. The course provides students a foundation in the allied health services, including administrative/clinical skills, medical ethics, HIPAA, consent forms, structure of medical words, medical abbreviations, identification of acronyms/symbols, patient scenarios, cells/tissues/organs/body systems, disease process, OSHA standards, hand washing, medical asepsis, vital signs, body temperature, pulse, respiration and preparation of patient for physical exam. The course also allows students to apply learned skills in allied health services. Emphasis will be placed on ledgers/record, patient itemized monthly statements, insurance claims, procedural/diagnostic coding, insurance forms, insurance benefits, prior authorizations for medical services, diagnostic testing, clinic front office duties, electronic medical records, patient data collection, inventory control, patient charts, alphabetical/numerical filings, medical records and business correspondence, including schedules/appointments/referrals.

**MEDICAL ASSISTANT
SERVICES I & II
COURSE #MA104/6007
Tuition Fee:** Yes
Application Required
High School Credits: 2.75

Prerequisite: Successful completion of MA103 – Medical Assistant Foundations I & II

Course Description: MA104 starts the second semester of the one-year Medical Assisting program. A high degree of knowledge and skill is necessary for this course. Subjects covered include medical record components, chart procedures, disease prevention techniques, waste management, sanitizing/disinfecting instruments, wrapping instruments for autoclave, standard precautions, infection control, microbes classification, preparing treatment room, patient history/assessment, height/weight/head circumference, healthcare, EKGs & artifacts, holter monitor, spirometry, instruments, sterile pack, preparing patient for minor surgery, applying sterile gloves, sterile dressing change, suture removal, heat/cold applications, therapeutic ultrasound and casting applications – splints/crutches/canes/walkers/wheelchairs. This course also prepares students for college and career opportunities in the allied health services industry. Students are provided additional work-based learning opportunities in the area of drug classifications, common side effects, medication & immunization records, seven rights of medication administration, drug administration, writing prescriptions, diagnostic testing, lab safety procedures, urinalysis, blood components, skin puncture, culture preparation, throat culture specimen, microscope use, professional attributes, job readiness skills, interview skills, resumes and clinical internship.

❖ *Medical Assisting (Two Year)*

The Medical Assisting program prepares students to deliver vital care services alongside medical professionals, including assisting in office surgeries, performing lab tests, taking vital signs and managing medical front office operations by scheduling appointments, maintaining patient files, and creating records for insurance reimbursement. Courses meet two and one-half hours per day, Monday through Friday and may include summer clinical experiences. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027 and West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326.

**MEDICAL ASSISTANT
FOUNDATIONS I
COURSE #MA101/6002
Tuition Fee:** Yes
Application Required
High School Credits: 1.5

Prerequisite: Junior Status Only

Course Description: MA101 is the first course of the two-year Medical Assisting program, offered to high school juniors. The course provides students a foundation in the allied health services, including administrative/clinical skills, medical ethics, HIPAA, consent forms, structure of medical words, medical abbreviations, identification of acronyms/symbols, patient scenarios, cells/tissues/organs/body systems, disease process, OSHA standards, hand washing, medical asepsis, vital signs, body temperature, pulse, respiration and preparation of patient for physical exam.

**MEDICAL ASSISTANT
FOUNDATIONS II
COURSE #MA102/6003
Tuition Fee:** Yes
Application Required
High School Credits: 1.5

Prerequisite: Successful completion of MA101 - Medical Assistant Foundations I

Course Description: MA102 is the second course of the two-year program. The course allows students to apply learned skills in allied health services. Emphasis will be placed on ledgers/record, patient itemized monthly statements, insurance claims, procedural/diagnostic coding, insurance forms, insurance benefits, prior authorizations for medical services, diagnostic testing, clinic front office duties, electronic medical records, patient data collection, inventory control, patient charts, alphabetical/numerical filings, medical records and business correspondence, including schedules/appointments/referrals.

**MEDICAL ASSISTANT
SERVICES I
COURSE #MA201/6004
Tuition Fee:** Yes
Application Required
High School Credits: 1.5

Prerequisite: Successful completion of MA102 - Medical Assistant Foundation II

Course Description: MA201 starts the second year of the two-year Medical Assisting program. A high degree of knowledge and skill is necessary for this course. Subjects covered include medical record components, chart procedures, disease prevention techniques, waste management, sanitizing/disinfecting instruments, wrapping instruments for autoclave, standard precautions, infection control, microbes classification, preparing treatment room, patient history/assessment, height/weight/head circumference, healthcare, EKGs & artifacts, holter monitor, spirometry, instruments, sterile pack, preparing patient for minor surgery, applying sterile gloves, sterile dressing change, suture removal, heat/cold applications, therapeutic ultrasound and casting applications – splints/crutches/canes/walkers/wheelchairs.

MEDICAL ASSISTANT SERVICES II
Course #MA202/6005
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite MA201 - Medical Assistant Services I
Course Description: This final course of the two-year medical assistant program prepares students for college and career opportunities in the allied health services industry. Students are provided additional work-based learning opportunities in the area of drug classifications, common side effects, medication & immunization records, seven rights of medication administration, drug administration, writing prescriptions, diagnostic testing, lab safety procedures, urinalysis, blood components, skin puncture, culture preparation, throat culture specimen, microscope use, professional attributes, job readiness skills, interview skills, resumes and clinical internship.

❖ *Medium/Heavy Diesel Technology (Two Year)*

The Medium/Heavy Diesel Technology program meets two and one-half hours per day, Monday through Friday and may include a summer work internship between the junior and the senior years. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.

DIESEL ENGINE/CORE CURRICULUM
COURSE #MHD101/6231
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Junior Status Only
Course Description: MHD101 is the first course of the two-year medium heavy diesel technology program, offered to junior students through a partnership with West-MEC (Western Maricopa Education Center). The course introduces diesel engine repair and maintenance, brakes, suspension and steering, electrical components and hydraulics.

DIESEL ENGINE MAINTENANCE
COURSE #MHD102/6232
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of MHD101 - Diesel Engine Core Curriculum
Course Description: MHD102 is the second course of the two-year medium heavy diesel technology program. The course allows students to apply learned skills in the maintenance and repair of diesel engines, brakes, suspension and steering, electrical components and hydraulics. Emphasis will be placed on diagnosis and actual repair of these systems. In addition, students are prepared for job shadowing and internship experiences.

DIESEL ELECTRIC/ELECTRONIC SYSTEMS
COURSE #MHD201/6233
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of MHD102 - Diesel Engine Maintenance
Course Description: MHD201 starts the second year of the two-year medium heavy diesel technology program. A high degree of knowledge and skill is necessary for this course. Subjects covered include safety, tools, diesel engines, suspension and steering, brakes, electrical/electronic systems, preventative maintenance inspections, hydraulics, and Career and Technical Student Organizations (SkillsUSA). This course may extend beyond the regular school day due to internships.

DIESEL ADVANCED TECHNOLOGIES
COURSE #MHD202/6234
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of MHD201 Diesel Electric/Electronic Systems
Course Description: This final course of the two-year medium heavy diesel technology program prepares students for the Automotive Service Excellence (ASE) certification exam. Students are provided additional work-based learning opportunities in the area of the maintenance and repair of diesel engines, brakes, suspension and steering, electrical components and hydraulics.

*** Upon completion of the two-year program, students may take the ASE Certification Exam.**

❖ *Pharmacy Technician (One Year)*

The Pharmacy Technician program prepares students to deliver pharmacy services alongside licensed pharmacists within a pharmacy setting. This course will cover the fundamentals of the following: medical terminology, safety, pharmacy law, quality customer service, applied math, pharmacology, preparing prescription medications, administrative duties pharmaceutical inventory to verify expiration Date Range and recalled items, & operating cash register. Courses meet two and one-half hours per day, Monday through Friday, and may include an off-site shadowing experience. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027 and West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326.

PHARMACY TECHNICIAN I
COURSE # PT101/6020
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Senior Status Only
Course Description: PT101 is the first course of a one-year Pharmacy Technician program offered to high school seniors. The course provides students a foundation in the allied health services, including administrative/clinical skills, medical ethics/pharmacy law, HIPAA compliance, medical terminology, applied math, pharmacology, OSHA Law and Regulations, and providing quality customer service.

PHARMACY TECHNICIAN II
COURSE # PT102/6021
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Successful completion of PT101 Pharmacy Technician I
Course Description: PT102 is the second course of a one-year program. The course allows students to apply academic concepts in a pharmacy setting. Emphasis will be placed on processing prescriptions, reviewing physician orders for proper dosage, drug allergies, and incompatibilities, data processing for insurance purposes using computer hardware and software systems, acting as a liaison between the pharmacy and the physician's office for prescription requests and authorizations, counting tablets, labeling bottles, along with administrative functions such as: answering phones, stocking shelves, and taking inventory.

❖ *Physical Therapy Technician (One Year)*

The Physical Therapy Technician program provides an integrated approach to teaching and learning as students develop interpersonal relations, career development skills, and technical knowledge and skills associated with careers in this growing field. Students completing this program will be prepared to participate in teams, solve problems, thinking critically, and implement effective solutions. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Northwest Campus, 13201 W. Grand Ave., Surprise, AZ 85374.

**FUNDAMENTALS OF
PHYSICAL THERAPY
COURSE # PHY101/8136**
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Senior Status Only

Course Description: PHY101 is the first course in the program and will teach students the basic knowledge and skills needed for Physical Therapy and Rehabilitation Services in a clinical, medical or retail setting or to continue on to postsecondary education.

**PHYSICAL THERAPY AND
REHABILITATION SERVICES
- ADVANCED APPLICATIONS
COURSE # PHY102/8137**
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of PYT101- Fundamentals of Physical Therapy

Course Description PHY102 is the second course of a one-year program. The course will enhance the students' knowledge and skills to continue their education in a clinical, medical, or retail setting or to continue on to postsecondary education.

❖ *Plumbing Trade Specialty (One Year)*

The Plumbing Trade Specialty program prepares trainees to enter the plumbing field. This course will cover the base fundamentals of the following: construction math, power & hand tools, basic rigging, material handling, communication skills, construction drawings, and employability skills. Students will also learn about plastic pipe, copper pipe, cast-iron pipe, carbon steel pipe, PEX, fittings, fixtures, drains, waste, vent and water distribution systems, valves, water heaters, fuel gas and oil systems, structural penetrations, insulation, and firestopping. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.

**INTRODUCTION TO
PLUMBING
COURSE # PLU101**
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Senior Status Only

Course Description: This is the first in a series of two courses. This course is designed to help students develop an enhanced understanding of teamwork, employability skills, and career opportunities in the field of plumbing. Introduction to Plumbing will cover the core curriculum of construction math, power & hand tools, basic rigging, material handling, communication skills, construction drawings, and employability skills. The course will also provide an introduction to plumbing drawings, plastic pipe, copper pipe, cast-iron pipe, carbon steel pipe, PEX, fittings, fixtures, DWV, and water distribution systems.

**INTERMEDIATE PLUMBING
COURSE # PLU102**
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of PYT101- Fundamentals of Physical Therapy

Course Description This is the second course in a series of two. This course prepares students to apply and demonstrate technical knowledge and skills using a variety of techniques and equipment. Students will be trained on commercial drawings, testing DWV piping, installing drains, water supply piping, valves, water heaters, fuel gas and oil systems, structural penetrations, insulation, and firestopping. Student will also plan, design, and complete project-based activities.

❖ *Precision Machining (Two Year)*

The Precision Manufacturing program prepares students for careers in the broad field of manufacturing as well as preparing students to move immediately into the Arizona Precision Manufacturing Apprenticeship Program and higher education. The Precision Manufacturing program prepares individuals to shape metal parts on machines such as lathes, grinders, drill presses, and milling machines. Included is instruction in making computations related to work dimensions, testing, feeds, and speeds of machines as well as using precision measuring instruments such as layout tools, micrometers and gauges. Also included is instruction in the operation and maintenance of computerized equipment. Students exiting this program will have a broad array of skills to prepare them for careers associated with manufacturing sectors such as aerospace, communications, electronics, medical devices, solar technology and more. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Central Campus, 6997 N. Glen Harbor Blvd., Glendale, AZ 85307.

**PRECISION
MANUFACTURING
FOUNDATIONS I
COURSE #PM101/5904**
Tuition Fee: Yes
Application Required
High School Credits: 1.5

Prerequisite: Junior or Senior Status Only

Course Description: PM 101 is the first course of the two-year program offered to high school juniors and seniors. This course provides students with a foundation in precision manufacturing. Skills to be learned include industrial safety, statistical process and control, blueprint reading, computer aided drafting and material properties.

**PRECISION
MANUFACTURING
FOUNDATIONS II
COURSE #PM102/5905**
Tuition Fee: Yes
High School Credits: 1.5

Prerequisite: Successful completion of PM101 Precision Manufacturing Foundations I

Course Description: PM 102 starts the second year of the two-year precision manufacturing program. Skills to be learned in this course build upon those learned in the first course. These skills include technical math, lean manufacturing, solid programming, geometric dimensioning and tolerancing, and solid modeling.

INTERMEDIATE PRECISION MACHINING COURSE #PM201/5906 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of PM102 Precision Manufacturing Foundations II Course Description: PM201 starts the second year of the two-year program. During this course students will do extensive work with precision manufacturing equipment. Skills to be gained during this course include machine processes, theory and application, basic machining, CNC programming and CNC mill operation.
ADVANCED PRECISION MACHINING COURSE #PM202/5907 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Successful completion of PM201 Intermediate Precision Machining Course Description: The final course of the two-year precision manufacturing program prepares students to exit into the Arizona Precision Manufacturing Apprenticeship Program, higher education or the world of work. During the course students will obtain skills related to CNC lathe operation, CNC mill operation, and advanced machining. Students will also have the opportunity to participate in work-based learning.
❖ Veterinary Sciences (One Year) <p>The Veterinary Sciences program prepares students to deliver vital care services alongside veterinarian medical professionals for dogs, cats, exotics and exposure to large animals like horses. The experiences include assisting in the surgery room, intensive care unit (ICU), taking vital signs, nursing care for animals, clinical office operations, x-rays and imaging, facility safety and cleanliness, and a general care and exercise program for the animals. Course meet four hours per day, Monday through Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.</p>	
VETERINARY SCIENCE FOUNDATIONS I & II A COURSE #VS103A/6014 Tuition Fee: Yes Application Required High School Credits: 1.25	Prerequisite: Senior Student Status Course Description: This course provides a foundation in Veterinary Science including the following: veterinary terminology, anatomy and physiology, examination procedures, pharmacy and pharmacology, vaccinations, basic animal nursing and care, and safety. The course will also cover lab procedures, radiology and ultra sound, small animal nursing, office and hospital clinic procedures, business and administration in a clinic and hospital safety.
VETERINARY SCIENCE FOUNDATIONS I & II B COURSE #VS103B/??? Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of VS103A – Veterinary Sciences Foundations I & II A Course Description: This course continues to provide a foundation in Veterinary Science including the following: veterinary terminology, anatomy and physiology, examination procedures, pharmacy and pharmacology, vaccinations, basic animal nursing and care, and safety. The course will also cover lab procedures, radiology and ultra sound, small animal nursing, office and hospital clinic procedures, business and administration in a clinic and hospital safety.
VETERINARY ASSISTANT I & II COURSE #VS104/6015 Tuition Fee: Yes High School Credits: 2.75	Prerequisite: Successful completion of VS103A – Veterinary Sciences Foundations I & II B Course Description: The course will include the following: laboratory record keeping, dentals, emergency care, surgical preparation and assisting, large animal introduction, front desk operations and customer relations, exam room set up and operation. This course also includes a rotation through all aspects of the Veterinary Clinic (30 hours in 8 major departments), a final project, and preparation for any applicable certifications.
❖ Veterinary Science (Two Year) <p>The Veterinary Sciences program prepares students to deliver vital care services alongside veterinarian medical professionals for dogs, cats, exotics and exposure to large animals like horses. The experiences include assisting in the surgery room, intensive care unit (ICU), taking vital signs, nursing care for animals, clinical office operations, x-rays and imaging, facility safety and cleanliness, and a general care and exercise program for the animals. Course meet four hours per day, Monday through Friday. This program is located at West-MEC Northeast Campus, 1617 W. Williams Drive, Phoenix, AZ 85027.</p>	
VETERINARY SCIENCE FOUNDATIONS I COURSE #VS101/6010 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Junior student status Course Description: This is the first course in a series of four. The course provides a foundation in veterinary science including the following: veterinary terminology, anatomy and physiology, examination procedures, pharmacy and pharmacology, vaccinations, basic animal nursing and care, and safety.
VETERINARY SCIENCE FOUNDATIONS II COURSE #VS102/6011 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of VS101 - Veterinary Science Foundations I Course Description: This is the second course in a series of four. The course will cover the following: lab procedures, radiology and ultra sound, small animal nursing, office and hospital clinic procedures, business and administration in a clinic, and hospital safety.
VETERINARY ASSISTANT I COURSE #VS201/6012 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of VS102 - Veterinary Science Foundations II Course Description: This is the third course in a series of four. The course will include the following: laboratory record keeping, dentals, emergency care, surgical preparation and assisting, large animal introduction, front desk operations and customer relations, exam room set up and operation.
VETERINARY ASSISTANT II COURSE #VS202/6013 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of VS201 - Veterinary Assistant I Course Description: This final course includes rotation through all aspects of the Veterinary clinic (30 hours in 8 major departments), a final project and preparation for any certifications.

❖ *Welding Technology (Two Year)*

The Welding Technology Program prepares students for careers in the welding industry by focusing on incremental levels of competency based training. In addition to welding safety practices, the individual will be introduced to the common welding processes used throughout many parts of the industry such as SMAW (Stick welding), GMAW (MIG welding), FCAW (Flux cored arc welding), GTAW (TIG welding) and Oxy-fuel cutting. Included is instruction in blue print reading, weld symbol interpretation, basic metallurgy, weld quality, base metal preparation, and joint fit-up and alignment. Instruction also includes machine set-up, filler material selections and basic equipment maintenance. The program provides skill training which prepares students for structural welding of building, bridges, and manufacturing that are done at common construction sites. Courses meet two and one-half hours per day, Monday through Friday. This program is located at West-MEC Central Campus, 6997 N. Glen Harbor Blvd., Glendale, AZ, 85307 and West-MEC Southwest Campus, 500 N. Verrado Way, Buckeye, AZ 85326.

WELDING TECHNOLOGIES: NCCER WELDING LEVEL 1I COURSE #WLD101/5915 Tuition Fee: Yes Application Required High School Credits: 1.5	Prerequisite: Junior or Senior Status Only Course Description: WLD 101 is the first course of the two-year Welding Program offered to high school junior and seniors. This course provides students with a foundation in welding technology. Skills to be learned include welding safety, blue print reading, weld symbol interpretation, & SMAW beads and fillet welds
WELDING TECHNOLOGIES: NCCER WELDING LEVEL 1II COURSE #WLD102/5916 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of WLD101 – WLD101 – Welding Technologies: NCCER Welding Level 1I Course Description: WLD 102 is the second course of the two-year program. Skills to be learned in this course are SMAW Groove welds with backing and SMAW Open Groove welds, weld quality, joint fit-up and alignment, and base metal separation.
WELDING TECHNOLOGIES: NCCER WELDING LEVEL 2I COURSE # WLD201/5917 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of WLD101 – WLD102 – Welding Technologies: NCCER Welding Level 1II Course Description: WLD 201 starts the second year of the two-year welding program. During this course, students will introduced to basic metallurgy, preheat and post heating of welds and GMAW/FCAW plate welding.
WELDING TECHNOLOGIES: NCCER WELDING LEVEL 2II COURSE # WLD202/5918 Tuition Fee: Yes High School Credits: 1.5	Prerequisite: Successful completion of WLD101 – WLD201 – Welding Technologies: NCCER Welding Level 2II Course Description: WLD 202 is the final course of the two-year welding program. Skills to be gained during this course relate to GTAW plate welding. Job-related soft skills will include mock interviews, resumes and job applications. This course completes training for entry-level welding skills.



General information about West-MEC Central Program offerings and campus locations, as well as, entrance requirements and online applications can be found at: www.west-mec.org.

ENGLISH LANGUAGE DEVELOPMENT

Arizona House Bill 2064 (2008) requires that all ELL students receive four hours of English Language Development (ELD) instruction per day based on English proficiency as measured by Arizona English Language Learners Assessment (AZELLA). Beginning in school year 2015-2016, the Arizona Department of Education approved refinements to the SEI model. Students in at least their second year in an ELL program AND testing Intermediate on the AZELLA may reduce up to 2 hours of daily ELD instruction.

ELD GRAMMAR 1-2 COURSE #7547/8 Grade Level: 9-12 Course Length: 2 semesters	<p>Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Writing 1-2, ELD Reading 1-2 and ELD Oral English Conversation & Vocabulary 1-2.</p> <p>Course Description: The objective of this Structured English Immersion (SEI) course is to teach grammar skills derived from Arizona's English Language Proficiency standards to promote English acquisition. Instructional focus is on syntax, morphology, standard English conventions including parts of speech, phrase construction, sentence construction and punctuation. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.</p> <p>Note: Each semester students will earn one-half elective credit.</p>
ELD GRAMMAR 3-4 COURSE #7582/3 Grade Level: 9-12 Course Length: 2 semesters	<p>Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Writing 3-4, ELD Reading 3-4 and ELD Oral English Conversation & Vocabulary 3-4.</p> <p>Course Description: The objective of this Structured English Immersion (SEI) course is to teach grammar skills derived from Arizona's English Language Proficiency standards to promote English acquisition. Instructional focus is on syntax, morphology, standard English conventions including parts of speech, phrase construction, sentence construction and punctuation. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.</p> <p>Note: Each semester students will earn one-half elective credit.</p> <p>Note: This course may be repeated for elective credit until Fluent English Proficiency is reached.</p>
ELD WRITING 1-2 COURSE #7545/6 Grade Level: 9-12 Course Length: 2 semesters	<p>Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Grammar 1-2, ELD Reading 1-2 and ELD Oral English Conversation & Vocabulary 1-2.</p> <p>Course Description: The objective of this Structured English Immersion (SEI) course is to teach writing skills derived from Arizona's English Language Proficiency (ELP) and English Language Arts (ELA) standards to promote English acquisition. Instructional focus is on syntax, ideas, content, organization, voice, word choice, sentence fluency and conventions in narrative, expository, functional and persuasive formats. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.</p> <p>NOTE: Each semester students may earn one-half English credit.</p>
ELD WRITING 3-4 COURSE #7578/9 Grade Level: 9-12 Course Length: 2 semesters	<p>Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Grammar 3-4, ELD Reading 3-4 and ELD Oral English Conversation & Vocabulary 3-4.</p> <p>Course Description: The objective of this Structured English Immersion (SEI) course is to teach writing skills derived from Arizona's English Language Proficiency (ELP) and English Language Arts (ELA) standards to promote English acquisition. Instructional focus is on syntax, ideas, content, organization, voice, word choice, sentence fluency and conventions in narrative, expository, functional and persuasive formats. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.</p> <p>NOTE: Each semester students may earn one-half English credit.</p> <p>Note: This course may be repeated for elective credit until Fluent English Proficiency is reached.</p>
ELD READING 1-2 COURSE #7543/4 Grade Level: 9-12 Course Length: 2 semesters	<p>Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Grammar 1-2, ELD Writing 1-2 and ELD Oral English Conversation & Vocabulary 1-2.</p> <p>Course Description: The objective of this Structured English Immersion (SEI) course is to teach basic reading skills derived from Arizona's English Language Proficiency (ELP) and English Language Arts (ELA) standards to promote English acquisition. Instructional focus is on print concepts, phonemic awareness, decoding and fluency through the use of high interest fiction and non-fiction text in a variety of genres. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.</p> <p>NOTE: Each semester students will earn one-half elective credit.</p>

ELD READING 3-4
COURSE #7580/1
Grade Level: 9-12
Course Length: 2 semesters

Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Grammar 3-4, ELD Writing 3-4 and ELD Oral English Conversation & Vocabulary 3-4.

Course Description: The objective of this Structured English Immersion (SEI) course is to teach basic reading skills derived from Arizona's English Language Proficiency (ELP) and English Language Arts (ELA) standards to promote English acquisition. Instructional focus is on print concepts, phonemic awareness, decoding and fluency through the use of high interest fiction and non-fiction text in a variety of genres. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.

NOTE: Each semester students will earn one-half elective credit.

Note: This course may be repeated for elective credit until Fluent English Proficiency is reached.

ELD ORAL ENGLISH CONVERSATION & VOCABULARY 1-2
COURSE #7574/5
Grade Level: 9-12
Course Length: 2 semesters

Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Grammar 1-2, ELD Writing 1-2 and ELD Reading 1-2.

Course Description: The objective of this Structured English Immersion (SEI) course is to teach oral English communication and academic vocabulary skills derived from Arizona's English Language Proficiency (ELP) standards to promote English acquisition. Instructional focus is on comprehending oral communication, delivery of oral communication and vocabulary acquisition. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.

NOTE: Each semester students will earn one-half elective credit.

ELD ORAL ENGLISH CONVERSATION & VOCABULARY 3-4
COURSE #7576/5
Grade Level: 9-12
Course Length: 2 semesters

Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history. Students must also be enrolled in ELD Grammar 3-4, ELD Writing 3-4 and ELD Reading 3-4.

Course Description: The objective of this Structured English Immersion (SEI) course is to teach oral English communication and academic vocabulary skills derived from Arizona's English Language Proficiency (ELP) standards to promote English acquisition. Instructional focus is on comprehending oral communication, delivery of oral communication and vocabulary acquisition. Instruction is differentiated to accommodate proficiency levels ranging from Pre-Emergent to Intermediate.

NOTE: Each semester students will earn one-half elective credit.

Note: This course may be repeated for elective credit until Fluent English Proficiency is reached.

ELD TUTORING 1-2
COURSE #7541/2
Course Length: 1 semester
Grade Level: 11-12

Prerequisite: Placement in this class is determined by the English Acquisition Program after reviewing AZELLA scores and academic history.

Course Description: The objective of this course is to provide an opportunity for ELL students or Fluent English Proficient (FEP) students to receive academic support and earn credits needed for graduation. The tutorial services will assist students to maintain a grade average of "C" or better, meet the District's graduation requirement in reading, writing and mathematics; reinforce research skills and promote staying in school.

NOTE: Each semester students will earn one-half elective credit.

FOREIGN LANGUAGE



NCAA APPROVED COURSE

FRENCH 1-2
COURSE #5101-02
Course Length: 2 semesters
Grade Level: 9-12



Prerequisite: None

Course Description: Students will build communication skills including speaking, reading, writing, and listening. Students will use basic vocabulary associated to people, places, things, and actions related to their own lives. Students will express themselves in phrases, short sentences and memorized material in the present, present progressive, and past tenses. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of the course, students will be able to describe, ask and answer simple questions, engage in simple conversations and carry out simple functions at the Readiness level, as stated in Arizona College and Career Ready Standards.

FRENCH 3-4
COURSE #5103-04
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: French 1-2








Course Description: Students will continue to build their communication skills including speaking, reading, writing, and listening. Students will use an intermediate level of vocabulary to express themselves in longer sentences and phrases. Students will use the present, present progressive, past (including preterit and imperfect), and imperative tenses with greater ease and write paragraph length material. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of the course, students will be able to read, write, listen, and speak at the Foundations level, as stated in Arizona College and Career Ready Standards.

FRENCH 5-6
COURSE #5105-06
Course Length: 2 semesters
Grade Level: 11-12



Prerequisite: French 3-4

Course Description: Students will continue to build their communications skills including speaking, reading, writing, and listening. Students will narrate, describe ideas, and give opinions. Students will express their ideas completely and interestingly in communicating with generally accurate grammar, vocabulary, spelling, accents, and punctuation. Students will use the present, present progressive, past (including preterit and imperfect), imperative, conditional, subjunctive, and future. Students will be exposed to authentic expository and fictional material produced for native speakers and write multi paragraph essays on a variety of topics. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of this course, students will read, write, listen, and speak the language at the Essentials level, as stated in Arizona College and Career Ready Standards.

ADV PLACEMENT FRENCH LANGUAGE COURSE #5107-08 Course Length: 2 semesters Grade Level: 12 	Prerequisite: French 5-6 Course Description: This course is designed to prepare students for the Advanced Placement exam. Students will use more advanced grammatical structures including the present, present progressive, past (including the preterit and the imperfect), imperative, conditional, subjunctive, future, past progressive, pluperfect, and past subjunctive. Students will write in order to effectively explain their point of view and read non-technical material and literature. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of this course, students will be able to read, write, listen, and speak the language at the Proficiency level, as stated in Arizona College and Career Ready Standards.
SPANISH 1-2 COURSE #5121-22 Course Length: 2 semesters Grade Level: 9-12 	Prerequisite: None Course Description: Students will build communication skills including speaking, reading, writing, and listening. Students will use basic vocabulary related to people, places, things, and actions related to their own lives. Students will express themselves in phrases, short sentences and memorize material in the present, present progressive, and past tenses. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of the course, students will be able to describe, ask and answer simple questions, engage in simple conversations and carry out simple functions at the Readiness level, as stated in Arizona College and Career Ready Standards.
SPANISH 3-4 COURSE #5123-24 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Spanish 1-2 Course Description: Students will continue to build their communication skills including speaking, reading, writing, and listening. Students will use an intermediate level of vocabulary to express themselves in longer sentences and phrases. Students will use the present, present progressive, past (including preterit and imperfect), and imperative tenses with greater ease and write paragraph length material. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of the course, students will be able to read, write, listen, and speak at the Foundations level, as stated in Arizona College and Career Ready Standards.
SPANISH 5-6 COURSE #5125-26 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Spanish 3-4 Course Description: Students will continue to build their communications skills including speaking, reading, writing, and listening. Students will narrate, describe ideas, and give opinions. Students will express their ideas completely and interestingly in communicating with generally accurate grammar, vocabulary, spelling, accents, and punctuation. Students will use the present, present progressive, past (including preterit and imperfect), imperative, conditional, subjunctive, and future. Students will be exposed to authentic expository and fictional material produced for native speakers and write multi-paragraph essays on a variety of topics. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of this course, students will read, write, listen, and speak the language at the Essentials level, as stated in Arizona College and Career Ready Standards.
ADV PLACEMENT SPANISH LANGUAGE COURSE #5200-5201 Course Length: 2 semesters Grade Level: 12 	Prerequisite: Native Spanish 1-2 or Spanish 5-6 Course Description: This course is designed to prepare students for the Advanced Placement exam. Students will use more advanced grammatical structures including the present, present progressive, past (including preterit and imperfect), imperative, conditional, subjunctive, future, past progressive, pluperfect, and past subjunctive. Students will write in order to effectively explain their point of view and read non-technical material and literature. In addition, students will learn the cultures of the people where the language is spoken. Upon successful completion of this course, students will be able to read, write, listen, and speak the language of the Proficiency level, as stated in Arizona College and Career Ready Standards.
NATIVE SPANISH 1-2 COURSE #5131-32 Course Length: 2 semesters Grade Level: 9-12 	Prerequisite: Student speaks Spanish on a regular basis (at home and/or with family) Course Description: This course stresses the development of oral, reading and writing skills, vocabulary building and accurate communication skills for the bilingual student. Students will research various topics, analyze texts, write essays and compositions, and read narratives and short stories. Students will learn grammar structures such as the present, present progressive, past (including preterit and imperfect), and imperative, subjunctive, conditional, and future. In addition, students will learn and compare Spanish Speaking cultures. Upon successful completion of this course, students will read, write, listen, and speak Spanish at the Proficiency level as stated in Arizona College and Career Ready Standards.
NATIVE SPANISH 3-4 (AP LANGUAGE) COURSE #5133-34 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Native Spanish 1-2 Course Description: This course is designed to prepare students for the Advanced Placement exam and stresses the development of oral reading and writing skills for the intermediate bilingual student. Students will research various topics, analyze texts, and write essays and compositions, and read narratives, short stories, and novels. Advanced grammar structures and language such as the present, present progressive, past (including preterit and imperfect), imperative, future, conditional, subjunctive, past progressive, pluperfect, and past subjunctive will be reinforced and emphasized. In addition, students will learn and compare Spanish speaking cultures. Upon successful completion of this course, students will read, write, listen, and speak Spanish at the Distinction level, as stated in Arizona College and Career Ready Standards.

NATIVE SPANISH 5-6
(AP LITERATURE)
COURSE #5135-36
Course Length: 2 semesters
Grade Level: 12



Prerequisite: Native Spanish 3-4
Course Description: Emphasis in this course is given to advanced reading, writing, and oral proficiency. Students continue the study of Spanish literature. Students may elect to take the Advanced Placement Spanish Literature Test.

LANGUAGE ARTS



NCAA APPROVED COURSE

FRESHMAN ENGLISH 1-2
COURSE #3001-02
Course Length: 2 semesters
Grade Level: 9



Prerequisite: None
Course Description: Students will read various forms of literary and informational texts. Students will demonstrate understanding and application of Informational-Explanatory and Argument writing utilizing the respective district-adopted rubrics—which focus on statement of purpose/focus, organization, elaboration of evidence, language and vocabulary, and conventions.

ADVANCED FRESHMAN ENGLISH
COURSE #3011-12
Course Length: 2 semesters
Grade Level: 9



Prerequisite: 8th grade English teacher recommendation
Course Description: This course covers the same competencies as Freshman English, but goes into more detail and uses more complex literary and informational texts. The course concentrates on composition skills that will be demanded of students throughout their high school courses. Informational-Explanatory and Argument writing will be analyzed and evaluated using the district-adopted rubrics.

ENGLISH 9-10 BLOCK
COURSE #3009-10
Course Length: 2 semesters
Grade Level: 9-10



Prerequisite: Reading Improvement I or II
Course Description: This course is designed for students who took Reading Improvement I or II their freshman year. It combines the competencies of 9th and 10th grade English.
Note: Students may earn freshman and/or sophomore English credit upon successful completion of this course.

SOPHOMORE ENGLISH 1-2
COURSE #3101-02
Course Length: 2 semesters
Grade Level: 10



Prerequisite: Successful completion of Freshman English
Course Description: Sophomore English is designed for students to learn and effectively apply a variety of reading strategies from comprehending, interpreting, and evaluating a wide range of texts including classic and contemporary literary works and informational texts. Students will identify and understand the author's use of literary elements and rhetorical devices. In writing, students will focus on informational-explanatory writing, argument writing, and formal communications. Students will write using the district-adopted rubrics for Informational-Explanatory and Argument writing.

ADVANCED SOPHOMORE ENGLISH 1-2
COURSE #3111-12
Course Length: 2 semesters
Grade Level: 10



Prerequisite: Grade of C or better in Advanced Freshman English
Course Description: This course covers the same competencies as Sophomore English, but goes into more detail and uses more complex literary and informational texts. It is designed to provide students with a broader and deeper experience in literature, composition, and oral communication than the regular Sophomore English course. The class will read fiction and non-fiction works of various cultures, genres and time periods.

JUNIOR ENGLISH 1-2
COURSE #3200-01
Course Length: 2 semesters
Grade Level: 11



Prerequisite: Successful completion of Sophomore English
Course Description: Junior English is designed for students to learn and effectively apply a variety of reading strategies using American Literature and informational text as the content. They will analyze the author's use of literary elements and will analyze classic and contemporary literature for the universality of themes. Students will evaluate the author's rhetorical techniques. In writing, students will analyze the use of literary elements and will write informational-explanatory and argument works using the district-adopted rubrics for Informational-Explanatory and Argument writing.

AP ENGLISH LANGUAGE/COMPOSITION
COURSE #3401-02
Course Length: 2 semesters
Grade Level: 11



Prerequisite: Grade of C or better in Advanced Sophomore English
Course Description: The course engages students in becoming skilled readers of prose written in a variety of periods, disciplines, and rhetorical contexts and in becoming skilled writers who compose for a variety of purposes. Both their writing and reading should make students aware of the interactions among a writer's purposes, audience expectations, and subjects as well as the way generic conventions and the resources of language contribute to effectiveness in writing. The course will emphasize the expository, analytical, and argumentative writing that forms the basis of academic and professional communication as well as the personal and reflective writing that fosters the development of writing facility in any context. The purpose is to enable students to read complex texts with understanding and to write prose of sufficient richness and complexity to communicate effectively with mature readers.

SENIOR ENGLISH 1-2
COURSE #3421-22
Course Length: 2 semesters
Grade Level: 12



Prerequisite: Successful completion of Junior English
Course Description: Senior English is designed for students to learn and effectively apply a variety of reading strategies using British literature and informational text as the content. They will evaluate the author's use of literary elements and will analyze classic and contemporary literature for the universality of themes. Students will evaluate the author's rhetorical techniques. In writing, students will write an evaluation or critique a literary selection and craft a cohesive research document. Students will write informational-explanatory and argument works using the district-adopted rubrics for Informational-Explanatory and Argument writing.

Note: Dual Enrollment may be offered for this course.

**AP ENGLISH
LITERATURE/COMPOSITION
COURSE #3411-12**
Course Length: 2 semesters
Grade Level: 12



Prerequisite: Grade of C or better in AP Junior English

Course Description: The course engages students in the careful reading and critical analysis of imaginative literature. Through the close reading of selected texts, students will deepen their understanding of the ways writers use language to provide both meaning and pleasure for their readers. Students will consider a work's structure, style, and themes as well as such literary devices as figurative language, imagery, symbolism, and tone. The course will include intensive study of representative works from various genres and periods, concentrating on works of recognized literary merit from various genres and cultures. In addition to considering a work's literary artistry, students should consider the social and historical values it reflects and embodies. The writing for this course will emphasize persuasive, analytical, exploratory and research-based writing. Student writing will develop and organize ideas in clear, coherent, and persuasive language that demonstrates stylistic maturity.

Note: Dual Enrollment may be offered for this course.

❖ **ELECTIVES** - *These classes do not fulfill the English graduation requirement*

**READING IMPROVEMENT
COURSE #3030-31**
Course Length: 1 or 2
semesters
Grade Level: 9

Prerequisite: None

Course Description: This course is for students who read significantly below grade level and need intensive reading interventions. The curriculum is aligned to research-based programs that integrate Arizona's College and Career Ready Standards with reading intervention strategies so students can master foundational reading skills such as phonemic awareness, phonics, fluency, and comprehension, while being challenged to use critical thinking skills. Differentiated instruction will consistently be provided to target all students' needs.

Note: Students will be co-enrolled in Freshman English 1-2

**READING IMPROVEMENT
COURSE #3032-33**
Course Length: 1 or 2
semesters
Grade Level: 9

Prerequisite: None

Course Description: This course is for students who read 3-5 years below grade level and need intensive reading interventions. The curriculum is aligned to research-based programs that integrate Arizona's College and Career Ready Standards with reading intervention strategies so students can master reading and writing process skills while being challenged to use critical thinking skills. Differentiated instruction will consistently be provided to target all students' needs.

Note: Students will be co-enrolled in Freshman English 1-2

**READING IMPROVEMENT
COURSE #3034-35**
Course Length: 1 or 2
semesters
Grade Level: 9

Prerequisite: None

Course Description: This course is for students who read 2-3 years below grade level and need secondary, targeted reading interventions. Reading III will provide literacy support for Freshman English and reading in other content areas. The curriculum is based on Arizona's College and Career Ready Standards with additional scaffolding and intervention strategies embedded into instructional routines. Differentiated instruction will consistently be provided to target all students' needs.

Note: Students will be co-enrolled in Freshman English 1-2

**CREATIVE WRITING
COURSE #3453**
Course Length: 1 semester
Grade Level: 9-12

Prerequisite: None

Course Description: This course will stress the development of the individual's ability to write various types of material, such as poetry, plays and short stories.

**BEGINNING SPEECH
COURSE #3458**
Course Length: 1 semester
Grade Level: 9-12

Prerequisite: None

Course Description: Beginning speech emphasizes the fundamentals of speech preparation, delivery, and listening skills. Current topics are used for subjects. In-class research is required.

**ADVANCED SPEECH &
DEBATE
COURSE #3454**
Course Length: 1 semester
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: Beginning Speech recommended, but not required

Course Description: This course is designed to provide students with the opportunity to continue the study and practice of oral expression and oral composition and to encourage students to compete in many tournaments throughout the state. Speaking experience will include oral interpretation of prose and poetry, extemporaneous speaking, debate and oratory. The skills of analysis, reasoning, research and leadership will be an integral part of the course.

**BEGINNING JOURNALISM
COURSE #3701-02**
Course Length: 2 semesters
Grade Level: 9-12

Prerequisite: None

Course Description: This course is the study of principles and practices in the field of journalism. Students will learn the basics of story writing, page design, page layout, digital cameras, photography, and photo manipulation as it applies to the media today. This class will prepare students to enroll in the yearbook or newspaper staffs on campus the following year.

**NEWSPAPER PRODUCTION
COURSE #3711-12**
Course Length: 2 semesters
Grade Level: 9-12

Prerequisite: Successful completion of Beginning Journalism or teacher recommendation

Course Description: This course teaches and applies advanced journalism principles and techniques. The production and publication of the school newspaper is the major content of this course.

BEGINNING YEARBOOK COURSE #3704-05 Course Length: 1 semester Grade Level: 9-12	Prerequisite: None Course Description: Students learn techniques of layout, copy writing, photography, etc. as applied to the publication of the school yearbook.
YEARBOOK PRODUCTION COURSE #3721-22 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: Grade of C or better in English and/or Beginning Yearbook and/or instructor approval Course Description: Students are involved in the publication of the school's yearbook while learning and applying techniques of layout work, publications, and copy writing. Students are assigned to produce different sections of the yearbook including the academic departments, sports and clubs, faculty and staff, student sections, special events, and advertisements. Note: Participation in after-school activities is required.
LITERARY MAGAZINE PRODUCTION COURSE #3703 Course Length: 1 semester Grade Level: 11-12	Prerequisite: None Course Description: Students will produce the school magazine of the fine arts. They will judge the writing, photos, and drawings submitted by their peers and analyze the quality of the work. Production of the magazine is a large part of the course, along with the advertisement and distribution of the finished product.

LEADERSHIP EDUCATION/ ROTC

❖ Marine Corps Junior ROTC (TUHS & UHS only)

The Marine Corps Junior ROTC (MCJROTC) programs in the Tolleson Union High School District are some of the most successful in the United States. In 1973, 1995, 2000 and 2001 the programs were designated the number one MCJROTC unit in the nation. In addition to the Leadership and Marksmanship courses, drill, rifle, and physical fitness teams are recognized throughout the Southwest and nationally as one of the top ranked units. Outdoor Survival Training trips are conducted once or twice a year. These trips include hiking, desert survival, outdoor living (desert and mountain), rappelling and environmental awareness. Cadets must be physically qualified to participate fully in the Marine Corps Wellness/Physical Fitness program. Cadets will be issued a Marine Corps Physical Fitness uniform.

LEADERSHIP 1-2 COURSE #6511-12 Course Length: 2 semesters Grade Level: 9-12	Prerequisite: Be physically qualified per Marine Corps Order P.1533.6 Course Description: This course includes instruction in leadership and wellness. The areas of focus are patriotism, leadership fundamentals, followership, discipline, drill and ceremonies, Marine Corps history and organization, rifle safety, familiarization firing, money management, civic environmental responsibilities and wellness to include health, nutrition, first aid, stress, responsible lifestyles, etiquette, conflict resolution, substance abuse, physical fitness (present and lifelong). Note: The successful completion of ROTC (Leadership 1-2) fulfills the PE requirement for graduation. Physical activity is required in this course.
LEADERSHIP 3-4 COURSE #6513-14 Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Leadership 1-2 and be physically qualified per Marine Corps Order P.1533.6 Course Description: This course expands the skills learned in Leadership 1-2 to include, but not limited to, leadership principles, problem solving, inspection procedures, unit drill, sword manual, map reading, role of officers, physical fitness testing.
LEADERSHIP 5-6 COURSE #6515-16 Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Leadership 3-4 and be physically qualified per Marine Corps Order P.1533.6 Course Description: This course will extend the skills learned in Leadership 3-4 and will include techniques of military instruction, fundamentals of command, group dynamics, world ideologies, physical fitness testing, and National Security Organization.
LEADERSHIP 7-8 COURSE #6517-18 Course Length: 2 semesters Grade Level: 12	Prerequisite: Leadership 5-6 and be physically qualified per Marine Corps Order P.1533.6 Course Description: This select group will be given a special course in techniques of military instruction and subsequently assigned as assistant military instructors who will be required to teach military subjects and supervise in training underclassman in the M.C.J.R.O.T.C. Program. Note: Cadet selection is based on academic accomplishments and leadership abilities with the approval of the Senior Marine Instructor. Cadets not considered to possess the attributes of an Assistant Marine Instructor will be notified individually in writing by the Senior Marine Instructor and will not be eligible to enroll.
R.O.T.C. MARKSMANSHIP COURSE #6521-22 Course length: 2 semesters Grade Level: 9-12	Prerequisite: Be physically qualified per Marine Corps Order P.1533.6 Course Description: The course will deal primarily with instruction in the areas of rifle care, safety, and marksmanship. Competitive varsity and junior varsity rifle teams will be formed. Students classified as ROTC cadets will be issued a regulation Marine Corps camouflage uniform without charge. All students will have the opportunity to qualify for the Marine Corps shooting award badges. Ammunition is provided at no cost. The balance of the course will be devoted to physical fitness activities.

ALGEBRA I 1-2 COURSE #4009-10 Course Length: 2 semesters Grade Level: 9-12 	Prerequisite: None Course Description: This course includes: properties of real numbers, solving and graphing linear equations, solving and graphing linear inequalities, exponents, quadratic equations, polynomials and factoring, rational expressions and equations, data analysis, patterns and probability.
ADVANCED ALGEBRA I 1-2 COURSE #4121-22 Course Length: 2 semesters Grade Level: 9 	Prerequisite: Placement by assessment Course Description: This course includes a more in-depth study of: properties of real numbers, solving and graphing linear equations, solving and graphing linear inequalities, exponents, quadratic equations, polynomials and factoring, rational expressions and equations, data analysis, patterns and probability.
GEOMETRY 1-2 COURSE #4023-24 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Successful completion of Algebra I Course Description: This course includes: properties of angles and lines, triangle relationships and congruencies, quadrilaterals, polygons, circles, similarities, surface area and volume, transformations, basic right triangle trigonometry.
ADVANCED GEOMETRY 1-2 COURSE #4131-32 Course Length: 2 semesters Grade Level: 9-10 	Prerequisite: Successful completion of Algebra I or placement by assessment Course Description: This course will offer a more in-depth approach to Geometry where students will use deductive reasoning to prove theorems. Each student will develop the ability to solve real world problems using the properties and relationships of geometric figures.
ALGEBRA II 1-2 COURSE #4141-42 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Successful completion of Geometry Course Description: This course extends the algebraic topics addressed in Algebra I including linear equations, inequalities and functions, quadratic functions and inequalities, matrixes, polynomial and radical expressions, rational expressions, sequences and series, irrational and complex numbers, discrete mathematics and probability, and trigonometric functions.
ADVANCED ALGEBRA II 1-2 COURSE #4151-52 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Successful completion of Adv. Geometry or teacher recommendation Course Description: This course covers the following topics: problem solving, linear relationships, functions and relations, graphing, systems of equations and inequalities, complex numbers, zeros of polynomial functions, exponential and logarithmic functions, counting and probability, introduction to trigonometry, trigonometric graphs, analyzing data.
FINANCIAL ALGEBRA 1-2 COURSE #4118-19 Course Length: 2 semesters Grade Level: 12	Prerequisite: Successful completion of Algebra II Concepts & Skills or Algebra II Course Description: This course relates topics from Algebra II to the financial world. The course introduces students to the topics of the stock market, modeling a business, banking services, consumer credit, automobile ownership, employment basics, income taxes, independent living, and preparing a budget as they apply to high school mathematics concepts.
COLLEGE ALGEBRA 1-2 COURSE #4161-62 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Successful completion of Algebra II Course Description: This course is a study of quadratic equations, relations and functions, theory of equations, systems of equations and inequalities, matrixes and determinants, binomial theorem, logarithms sequences and series, permutations and combinations and probability. There will be review and reinforcement of skills and concepts in addition to the thorough study of each topic. This course is intended for college bound students whose planned course of study does not require calculus. Note: Dual Enrollment may be offered for this course.
PRE-CALCULUS 1-2 COURSE #4171-72 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Successful completion of Adv. Algebra II or College Algebra or teacher recommendation Course Description: This course is a study of logic, analyzing functions, system of equations and inequalities, integers, and polynomials over the field of complex numbers, rational numbers and rational functions, trigonometric identities and equations, recursion and mathematical induction, polar coordinates and complex numbers, combinatorics and vectors. Note: Dual Enrollment may be offered for this course.
STATISTICS 1-2 COURSE #4184-4185 Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Successful completion of Integrated Algebra II Course Description: This course addresses descriptive statistics topics including frequency distributions, histograms, graphs, and measures of center and spread. Probability topics include addition rules, multiplication rules, conditional probabilities counting rules, binomial distribution. Inferential statistics topics include estimations for population measures, hypothesis testing, correlation, goodness-of-fit, and statistical control. Note: Dual Enrollment may be offered for this course.

AP STATISTICS 1-2
COURSE #4186-87
Course Length: 2 semesters
Grade Level: 11-12



Prerequisite: Successful completion of Algebra II
Course Description: The purpose of the AP course in Statistics is to introduce students to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. Students are exposed to four broad conceptual themes: Exploring Data; Sampling and Experimentation; Anticipating Patterns; and Statistical Inference.

Note: Dual Enrollment may be offered for this course.

AP CALCULUS AB 1-2
COURSE #4181-82
Course Length: 2 semesters
Grade Level: 12



Prerequisite: Successful completion of Pre-Calculus
Course Description: This course is primarily concerned with developing students' understanding of the concepts of calculus and providing experience with its methods and applications. The course emphasizes a multi-representational approach to calculus, with concepts, results, and problems being expressed graphically, numerically, analytically, and verbally. The connections among these representations are also important.

Note: Dual Enrollment may be offered for this course.

AP CALCULUS BC 1-2
COURSE #4173-74
Course Length: 2 semesters
Grade Level: 11-12



Prerequisite: Successful completion of Pre-Calculus
Course Description: This course is a full-year course in the calculus of functions of a single variable. It includes all topics covered in Calculus AB plus additional topics, but both courses are intended to be challenging and demanding and require a similar depth of understanding of common topics.

❖ **ELECTIVES** - *These classes do not fulfill the Math graduation requirement*

MATH IMPROVEMENT
COURSE #TBD
Course Length: 1 or 2 semesters
Grade Level: 9

Prerequisite: None
Course Description: This course is for students who are 2-5 years below grade level and need intensive mathematics interventions. The curriculum is aligned to research-based programs that integrate Arizona's College and Career Ready Standards with math intervention strategies so students can master mathematics skills while being challenged to use critical thinking skills. Differentiated instruction will consistently be provided to target all students' needs.

Note: Students may be co-enrolled in Algebra I 1-2

AP COMPUTER SCIENCE A 1-2
COURSE #8930-31
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of Algebra II
Course Description: The course emphasizes object-oriented programming methodology with a concentration on problem solving and algorithm development, and is meant to be the equivalent of a first-semester college-level course in computer science. It also includes the study of data structures, design, and abstraction.

PERFORMING & VISUAL ARTS

❖ **DANCE**

FOLKLORICO 1-2
COURSE #3894-95
Fee: None
Course Length: 2 semesters
Grade Level: 9-12

Prerequisite: None
Course Description: Students will learn, teach, and perform Mexican dances for the purpose of developing, and promoting an understanding and an appreciation for the beauty of the Mexican culture. Students will learn history and traditions as influenced by the European, Indian, and Mestizo Cultures through dance. Students will be responsible for school equipment.

Note: Participation in after-school activities is required.

MODERN DANCE 1-2
COURSE #3813-14
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 9-12

Prerequisite: None
Course Description: This course is designed to introduce various dance styles, movement, vocabulary and basic anatomy, and to develop basic fundamental dance techniques. This course will also provide a means for self-expression, group cooperation, and creativity. This course will cover dance history, dance appreciation and beginning dance techniques with an emphasis on modern dance and ballet.

Note: Participation in after-school activities is required. The successful completion of Modern Dance 1-2 fulfills PE requirement for graduation. Physical activity is required in this course.

MODERN DANCE 3-4
COURSE #3815-16
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Modern Dance 1-2 and audition
Course Description: This course is designed to introduce various dance styles, movement, vocabulary and anatomy, and to develop intermediate levels of dance techniques. This course will also provide a means for self-expression, group cooperation and creativity at an intermediate level.

Note: Participation in after-school activities is required. If the student has previous experience, he/she needs approval from the teacher to enroll.

MODERN DANCE 5-6
COURSE #3819-20
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Prerequisite: Modern Dance 1-2, audition and audition
Course Description: This course provides students with a means for self-expression, creativity and artistic capabilities through dance composition with an emphasis on choreography and performance.

Note: Participation in after-school activities is required. If the student has previous experience, he/she needs approval from the teacher to enroll.

MODERN DANCE 7-8
(Choreography & Performance)

Prerequisite: Modern Dance 1-2 and audition

COURSE #3817-18
Fee: \$10.00 per semester
Course Length: 2 semesters
Grade Level: 10-12

Course Description: Students will use dance terminology and techniques at an advanced level to choreograph dances. This course will put together dance productions learning the basics of what it means to be on a technical crew, costume crew, and publicity crew. This is both a class and a club.
Note: Participation in after-school activities is required. If the student has previous experience, he/she needs approval from the teacher to enroll.

❖ **MUSIC**

BEGINNING BAND 1-2
COURSE #3873-74
Fee: \$10.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: None
Course Description: This course provides students with class instruction on the common instruments of the band: flute, clarinet, saxophone, trumpet, French horn, trombone, baritone, tuba and percussion. No previous musical experience is necessary. Students will be responsible for school equipment.
Note: Participation in after-school activities is required.

VARSITY BAND & FLAG LINE 1-2
COURSE #3881-82
Fee: \$20.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: Director Approval; incoming freshmen with Jr. High band experience may pre-register for this class; however, a placement audition is required. Flag line tryouts are held in the spring
Course Description: During the fall semester, the Varsity Band provides the marching halftime shows at all home football games. Varsity Band and Flag line also travel to "away" games, march at University Band Days and participate in various school events. During the spring semester, the Varsity Band performs at concerts and festivals and concentrates on the study of fine musical literature. Members of the Varsity Band also have the opportunity to participate in both the Regional Solo and Ensemble Festival and the Regional Honor Band Festival. A strong desire and commitment to performance is required.
Note: Participation in after-school activities is required. The Flag line registers for Varsity Band for the fall semester only. The successful completion of 1 full credit of Varsity Band or Flag Line fulfills the PE requirement for graduation. Physical activity is required in this course.

CHORUS 1-2
COURSE #3811-12
Fee: \$10.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: None
Course Description: This course is open to any student who is interested in choral music and will cover the fundamentals of choral singing and the principles of reading music.
Note: Participation in after-school activities is required. All campuses have the option that Chorus 1-2 be an all-female and/or mixed chorus per the director's discretion.

CHORUS 3-4
COURSE: #3823-24
Fee: \$10.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: Chorus 1-2 and audition
This is the advanced choir and can be used as either a SSA choir or SATB choir, depending on the needs of the school. School concerts, certain festivals, and other performances are mandatory and a major part of the grade in this class. This course concentrates on healthy vocal development, advanced music performance skills, and historical/theoretical application of choral music with a very strong emphasis on sight singing.
Note: Participation in after-school activities is required.

CONCERT CHOIR 1-2
COURSE #3821-22
Fee: \$15.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 10-12

Prerequisite: Chorus 1-2 and audition
Course Description: This course is a study of fine choral literature through performance. The Concert Choir will perform at concerts, festivals, and community events. All members are required to attend every scheduled event, concert, and rehearsal. Attendance and participation provide the basis for quarterly grades. Members of the Concert Choir will also have the opportunity to participate in both the Regional Solo and Ensemble Festival and the Honor Choir Festival. A strong desire and commitment to performance is required.
Note: Participation in after-school activities is required.

CONCERT CHOIR 3-4 (VOCAL ENSEMBLE)
COURSE: #3825-26
Fee: \$15.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade level: 10-12

Prerequisites: Chorus 3-4 and audition
This is a small, 25-30 member ensemble of advanced students. The literature is four to eight part harmonies, and the most advanced group at the school. This course concentrates on fundamental concepts with an emphasis on early fifteenth and sixteenth century music from the Medieval and Renaissance periods as well as Jazz and Show arrangements. A strong desire and commitment to performance is required. All members are required to attend every scheduled event, concert, and rehearsal. Attendance and participation provide the basis for quarterly grades.
Note: Participation in after-school activities is required.

BEGINNING STRINGS 1-2
COURSE #3871-72
Fee: \$10.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: None
Course Description: This course provides beginning and intermediate class instruction on the instruments of the string orchestra: violin, viola, cello, and double bass. School owned instruments will be available for those students who need them. This course will have limited performances.

STRING ORCHESTRA 3-4
COURSE #3861-62
Fee: \$10.00 per semester
Course Length: 2 semesters
(may be repeated for credit)
Grade Level: 9-12

Prerequisite: Strings 1-2
Course Description: Orchestra is a performing ensemble. Students will study fine orchestra literature and perform periodically for the school and community. Students will also have the opportunity to study and perform chamber music, solos, and small string ensembles.
Note: Participation in after-school activities is required.

MARIACHI ENSEMBLE 1-2 COURSE #3891-92 Fee: \$10.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: Instrumental experience preferred, but not necessary Course Description: Mariachi Ensemble is a performance class designed to explore the literature of Mariachi music and other folk styles of Latin American music. Emphasis will also be placed on the historical and cultural backgrounds and this relationship to the music. All members are required to attend every scheduled event, concert, and rehearsal. Attendance and participation provide the basis for quarterly grades. Note: Participation in after-school activities is required.
PIANO 1-2 COURSE #3841-42 Fee: \$10.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: None Course Description: This course is designed to cover a broad scope of piano skills from basic to intermediate. Areas to be covered include piano techniques, basic music theory and sight-reading.
PIANO 3-4 COURSE #3851-52 Fee: \$10.00 per semester Course Length: 2 semesters (may be repeated for credit) Grade Level: 10-12	Prerequisite: Piano 1-2 Course Description: Emphasis in this course will be placed on intermediate skill levels of sight-reading, scales, piano theory, and chords. Instruction will also be given in advanced fingering techniques and styles. Note: If the student has previous experience, he/she needs approval from the teacher to enroll.
BEGINNING GUITAR 1-2 COURSE #3801-02 Fee: \$10.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: None Course Description: Anyone who has an interest in music through the medium of the guitar will enjoy this class. Beginning Guitar instruction includes classical, folk, and popular music. The student's guitar is provided.
GUITAR 3-4 COURSE #3803-04 Fee: \$10.00 per semester Course Length: 2 semesters (may be repeated for credit) Grade Level: 10-12	Prerequisite: Beginning Guitar 1-2 Course Description: This course will continue the instruction started in Guitar 1-2, focusing on developing intermediate performing skills on the guitar. Guitar 3-4 will include instruction on scales, arpeggios, chords, two-part classical style, folk strums, and popular music styles. The students are provided with acoustical guitars. Note: If the student has previous experience, he/she needs approval from the teacher to enroll.
AP MUSIC THEORY 1-2 COURSE #3885-86 Fee: None Course Length: 2 semesters Grade Level: 10-12	Prerequisite: One year of any music course (band, choir, guitar, piano, etc.) Course Description: For many students, playing or singing music is an enjoyable experience, however, understanding how music is constructed; how scales and chords are formed; the relationship between major and minor keys; and how music is composed through melody, harmony and chord progressions can enhance the musical experience even further. Music Theory is an advanced music course focusing on writing and analyzing music.
❖ PHOTOGRAPHY	
PHOTOGRAPHY 1-2 COURSE #3641-42 Fee: \$15.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: None Course Description: This is a beginning level course in which students will learn camera function and photographic aesthetics. Digital Lab: Students learn to store, edit, manipulate and print color and black and white photography. Students will be required to purchase a flash drive and photo paper. Wet Lab: Students learn the techniques of exposing black and white film, processing the film in the laboratory and producing black and white photographic prints. Equipment is provided. Students purchase black and white film and photo paper. Note: Location will dictate whether course is offered as a black and white, web lab photography course or a digital photography course. Students will be responsible for school equipment. Note: Fees cover photo chemicals, ink and essential paper only. Paper usage varies by student need and preference. Extra photo paper is available at an additional charge.
PHOTOGRAPHY 3-4 COURSE #3651-52 Fee: \$15.00 per semester Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Photography 1-2 or instructor approval Course Description: Advanced topics in photography may be investigated as a class and on an individual basis. Digital Lab: Students purchase flash drive and photo paper for course projects. Wet Lab: Students purchase black and white film and photo paper for course projects. Note: Location will dictate whether course is offered as a black and white, web lab photography course or a digital photography course. Students will be responsible for school equipment. Note: Fees cover photo chemicals, ink and essential paper only. Paper usage varies by student need and preference. Extra photo paper is available at an additional charge.

❖ THEATRE

THEATRE 1-2 COURSE #3467-68 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: None Course Description: This is a beginning level course, which is designed to teach basic theatre skills and concepts. Students will learn basic acting techniques, play structure, musical theatre, and basic technical theatre skills.
THEATRE 3-4 COURSE #3469-70 Fee: \$10.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Theatre 1-2 Course Description: This course is designed to teach intermediate theatre skills and concepts. Students will build on basic theatre concepts learned in Theatre 1-2. Emphasis will be placed on acting skills, technical theatre, playwriting, theatre history, children's theatre, social theatre and performance. Note: Participation in after-school activities is required.
THEATRE 5-6 COURSE #3471-72 Fee: \$10.00 per semester Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Theatre 3-4 and audition Course Description: This course is designed to teach advanced theatre skills and concepts. Students will build on theatre concepts learned in Theatre 3-4. Emphasis will be placed on acting skills, theatre production and theatre performance. Note: Participation in after-school activities is required.
THEATRE 7-8 COURSE #3473-74 Fee: \$10.00 per semester Course Length: 2 semesters Grade Level: 12	Prerequisite: Theatre 5-6 and audition Course Description: Students will use theatre terminology and techniques at an advanced level to direct play and act in culturally sophisticated theatre. Students will be expected to participate in theatre productions and take on leadership roles as necessary. Note: Participation in after-school activities is required.
STAGE PRODUCTION 1-2 COURSE #3456-57 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: None Course Description: This course will introduce students to the design and technical processes necessary to visualize, design and construct stage sets for performances. This course will also research and explore production and management to support and promote stage shows of all types. Emphasis will be placed on set construction, stage lighting, sound basics, costume construction, makeup design and application, and prop construction. Students will learn and understand fundamental theatre terminology and analyze and evaluate various styles of performances. Note: Participation in after-school activities is required.
STAGE PRODUCTION 3-4 COURSE #3461-62 Fee: \$5.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Stage Production 1-2 Course Description: This course will develop students' depth and understanding of designing scenery, lighting, costumes, props, makeup and sound for the theatre. Students will have the opportunity to advance beyond theory into actually designing and creating their own plans for upcoming theatre productions. Note: Participation in after-school activities is required.

❖ VISUAL ARTS

ART 1-2 COURSE #3601-02 Fee: \$15.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: None Course Description: This is a beginning art course designed to introduce the student to the fundamental elements of art and principles of design and critical evaluation with a broad base for visual understanding and the problem solving aspects of art and design. The student will be exposed to a variety of art processes and materials. Projects can include drawing, printmaking, sculpture, lettering, design, and painting.
ART 3-4 COURSE #3610-11 Fee: \$15.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Art 1-2 Course Description: This course is an intermediate art course with an emphasis on drawing. Student will develop a level of skill and proficiency in the use of value, composition, form, space, line, and organization. Students will gain an understanding of drawing as it relates to history and culture and will continue to build problem solving and critical evaluation skills. As value relates to other media, students may also work in print, lettering, design, and painting. During second semester there will be even more emphasis on the organization of color through the use of various drawing and painting media and can include alternative processes. Students will continue to build problem solving and critical evaluation skills as they relate to art and design.
ART 5-6 COURSE #3612-13 Fee: \$20.00 per semester Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Art 1-2 & Art 3-4 Course Description: This course is an advanced art course with an emphasis on two-dimensional design. Areas covered include, but are not limited to, illustration design, poster, cover and package design, with a continued focus on problem solving and critical evaluation skills as they relate to both the student's work and that of the art world. During second semester the emphasis will be color theory and usage, designed to further develop the skills and techniques of painting and may also include sculpture, experimental or alternative media, with a continued focus on critical evaluation as it relates to both the student's work and that of the art world.
ART STUDIO 1-2 COURSE #3621-22 Fee: \$20.00 per semester Course Length: 2 semesters Grade Level: 12	Prerequisite: Students must have had three years of art Course Description: Students will be given individual programs of study. The focus is on personal development as related to various processes and media.

AP ART STUDIO 1-2 COURSE #3637-38 Fee: \$20.00 per semester Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Students must have had three years of visual art and instructor approval Course Description: This course is a college level course designed for students who are seriously interested in the practical experience of art and is not based on a written exam. Instead, students submit portfolios for evaluation to the College Board at the end of the school year. This course consists of three portfolios: 2-D Design; 3-D Design and Drawing. Student chooses which portfolio they will submit. Note: <u>Dual Enrollment may be offered for this course. Participation in after-school activities is required.</u>
AP ART HISTORY COURSE #3639-40 Fee: None Course Length: 2 semesters Grade Level: 12	Prerequisite: None Course Description: This course explores such topics as the nature of art, its uses, its meanings, art making, and responses to art. Through investigation of diverse artistic traditions of cultures from prehistory to the present, the course fosters in-depth and holistic understanding of the history of art from a global perspective. Student learn and apply skills of visual, contextual, and comparative analysis to engage with a variety of art forms, construction understanding of individual works and interconnections of art[making processes and products throughout history.
CERAMICS 1-2 COURSE #3614-15 Fee: \$20.00 per semester Course Length: 2 semesters Grade Level: 9-12	Prerequisite: None Course Description: This course is an introduction to the nature of clay, glazing and firing. The process of hand-building and techniques of surface treatment in good visual organization are explored. During the second semester students will be introduced to the throwing of clay forms on the potter's wheel plus continued exploration of hand building and slip casting. Note: <u>Due to materials used, students with severe asthma or other respiratory illness may have problems in this course.</u>
CERAMICS 3-4 COURSE #3616-17 Fee: \$20.00 per semester Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Ceramics 1-2 Course Description: This course emphasizes the progressive development of skills on the potter's wheel, combined hand-constructed and thrown pieces, hand-built form and mold-making. Advanced students are expected to know how to load, maintain and fire kilns, make individual glazes and actively participate in the maintenance of the entire studio. Note: <u>Due to materials used, students with severe asthma or respiratory illness may have problems in this course.</u>

PHYSICAL EDUCATION AND HEALTH

HEALTH COURSE #8015 Course Length: 1 semester Grade Level: 9	Prerequisite: None Course Description: The focus of this course is on individual students and their responsibility to manage many aspects of their mental, social, and physical lives. This course will inform and equip students with decision-making skills in critical areas of their health. NOTE: <u>Health/PE are required for graduation. The successful completion of Varsity Band, Flag Line (2 semesters), ROTC or Dance fulfills this requirement.</u>
PHYSICAL EDUCATION COURSE #8016 Course Length: 1 semester Grade Level: 9	Prerequisite: None Course Description: This course develops a basic understanding of personal fitness and knowledge of total body conditioning. Students are required to fully participate in selected physical conditioning activities. NOTE: <u>Appropriate fitness attire is required for this class and may be purchased through the school bookstore. Health/PE are required for graduation. The successful completion of Varsity Band, Flag Line (2 semesters), ROTC or Dance fulfills this requirement.</u>
ADVANCE PHYSICAL EDUCATION COURSE #8021-22 (B) COURSE #8023-24 (G) Course Length: 1-2 semesters Grade Level: 10- 12	Prerequisite: Health/PE and physically able to meet the demands of the course Course Description: The goal of this course is to improve each student's skills and personal fitness. Students will participate in a variety of team and individual sports. It is physically demanding and competitive. Evaluation is based on each student's level of physical skills, fitness and observable behaviors, such as cooperation, leadership, discipline, and commitment.
SYSTEMATIC CONDITIONING COURSE #8041-42 Course Length: 1-2 semesters Grade Level: 10-12	Prerequisite: Health/PE Course Description: The goal of this course is to develop each student's total fitness, including flexibility, cardiovascular efficiency, muscular endurance and body composition. Cardiovascular training will include walking, jogging, and running activities. Muscular fitness training will utilize calisthenics, polymeric, free weights and machines. Students will also study the value of different sports and training programs in weight management and maintenance. Similar to Weight Training 1-2, classroom instruction will emphasize activity, theories, concepts, principles and health issues.
WEIGHT TRAINING 1-2 COURSE #8033-34 Course Length: 1-2 semesters Grade Level: 10-12	Prerequisite: Health/PE Course Description: The goal of this course is to improve each individual's muscular fitness. Students will learn weight training skills, techniques and methods in strength and endurance training. This will involve demonstrating an extensive variety of exercises using calisthenics, free weights and machines. Classroom instruction will concentrate on weight training safety, anatomy, muscle physiology, training principles, and program design. Students will also pursue an aerobic conditioning program to improve and maintain an adequate level of cardiovascular fitness.

WEIGHT TRAINING 3-4
COURSE #8035-36
Course Length: 1-2 semesters
Grade Level: 11-12

Prerequisite: Weight Training 1-2

Course Description: The goal of this course is to improve each individual's strength, muscular endurance and power through the completion of planned weight training programs. Students are also required to complete a running and calisthenics routine. Evaluation is based on the completion of prescribed programs and performance improvements.

SCIENCE



NCAA APPROVED COURSE

INTEGRATED SCIENCE 1-2
COURSE #4525-26
Course Length: 2 semesters
Grade Level: 9



Prerequisite: None

Course Description: This course is designed for all students as a beginning high school course. Arizona College and Career Ready Standards include the nature of science, the scientific method, environmental science, physical science, chemical science, and earth science. The course is lab and activity based requiring students to apply basic concepts of science.

GEOLOGY 1-2
COURSE #4527-28
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: Successful completion of Integrated Science or Biology

Course Description: This course will take a comprehensive look at the science devoted to the study of the earth, its origin, history, composition, properties, and resources. This will be a process oriented class incorporating and integrating chemistry, physics, mathematics, engineering, and writing skills to solve problems in geology. A special unit on geology of Arizona will draw on personal experiences and interests to enhance relevancy.

BIOLOGY 1-2
COURSE #4531-32
Course Length: 2 semesters
Grade Level: 9-11



Prerequisite: None

Course Description: This course is designed for all students as a study of living things. Arizona College and Career Ready Standards include the nature of science, the scientific method, biodiversity, cell biology, genetics, and evolution. Learning and thinking skills, including problem solving, predicting, and analysis of data, evaluating and synthesizing will be emphasized.

Note: Dual Enrollment may be offered for this course.

PRE-AP BIOLOGY 1-2
COURSE #4535-36
Course Length: 2 semesters
Grade Level: 9-10



Prerequisite: None

Course Description: This course concentrates on the core areas of ecological systems, cellular systems, evolution, and genetics. Rather than understanding content topics in isolation, students will make meaningful connections between the structures, processes, and interactions that exist across biological systems – from cells to ecological communities.

Note: Dual Enrollment may be offered for this course.

AP BIOLOGY 1-2
COURSE #4533-34
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: Successful completion of Pre-AP Biology and Chemistry or teacher recommendation

Course Description: This course enables a student to develop advanced inquiry and reasoning skills, such as designing a plan for collecting data, analyzing data, applying mathematical routines, and connecting concepts in and across domains. The course is organized around four big ideas, which encompass the core scientific principles, theories, and processes governing living organisms and biological systems: Evolution, Cellular Processes (Energy and Communication); Genetics and Information Transfer; and Interactions.

Note: Students enrolled in AP Biology must be concurrently enrolled in AP Biology Lab.

**HUMAN ANATOMY/
PHYSIOLOGY 1-2**
COURSE #4583-84
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: Successful completion of Biology

Course Description: This course is designed to give students an in-depth study of the structure and function of the human body and systems. There will be a focus on disease and health maintenance topics.

Note: Dissections are required.

**ADVANCED BIOLOGY
HUMAN ANATOMY/
PHYSIOLOGY 1-2**
COURSE #4585-86
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: Successful completion of Biology or teacher recommendation

Course Description: A fast-paced study of the structure and dynamics of the human body taught at distinction level standards. Research projects, clinical applications and class projects are an integral part of the course.









Note: Dissections are required.

GENERAL CHEMISTRY 1-2
COURSE #4541-42
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: Successful completion of Biology and Integrated Algebra I or teacher recommendation

Course Description: This course is designed for college bound students not planning to major in a science related field. This course provides an understanding of atomic structure, bonding, reactions and equilibria. Using stoichiometry, balanced equations and the mole concept, basic laws are learned. Gas laws, acid/base, pH, and solutions are an important part of the course. Frequent lab and in-class activities requiring critical thinking are used. Arithmetic and Algebra are necessary skills.

ADVANCED CHEMISTRY 1-2 COURSE #4551-52 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Successful completion of Pre-AP Biology and Algebra I (or higher) or teacher recommendation Course Description: This course is intended for students interested in any science major in college, including those whose career goals are in health professions, engineering, and the environmental sciences. An understanding of atomic structure, bonding of molecules, redox reactions and equilibria, balancing chemical equations, the mole concept, nuclear chemistry, the gas laws, acid-base reactions, and solutions are the major topics covered. Laboratory applications are conducted weekly. Daily homework is assigned. Note: Dual Enrollment may be offered for this course.
AP CHEMISTRY 1-2 COURSE #4553-54 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Successful completion of General Chemistry and Algebra II or teacher recommendation Course Description: With the ever-increasing need for innovators, problem finders, and designers of materials, pharmaceuticals, and even new fuels, comes the need for individuals skilled in the science practices and knowledgeable about chemistry. The AP Chemistry course provides students with training for such knowledge and skills through guided inquiry labs, a focused curriculum on content relevant to today's problems, and an exam that assesses students' mental models of the particulate nature of matter instead of memorization of rules to understand chemistry. Note: Students enrolled in AP Chemistry must be concurrently enrolled in AP Chemistry Lab. Dual Enrollment may be offered for this course.
AP ENVIRONMENTAL SCIENCE 1-2 COURSE #4529-30 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Successful completion of General Chemistry or teacher recommendation Course Description: The goal of the AP Environmental Science course is to provide students with the scientific principles, concepts, and methodologies required to understand the interrelationships of the natural world, to identify and analyze environmental problems both natural and human-made, to evaluate the relative risks associated with these problems, and to examine alternate solutions for resolving or preventing them.
PHYSICS 1-2 COURSE #4561-62 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Successful completion of Biology and Algebra II or concurrent enrollment in Algebra II Course Description: This course will develop an understanding of the general principles and models of physics and the nature of scientific inquiry. The level of mathematical sophistication includes some algebra and basic geometry concepts.
ADVANCED PHYSICS 1-2 COURSE # 4571-72 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: Successful completion of Advanced Biology and Advanced Algebra II or concurrent enrollment in Algebra II Course Description: This course will provide students with an understanding of major physics concepts and encourage their applications to life experiences. The areas to be studied are kinematics and vectors, dynamics, work and energy, internal energy and heat wave phenomena electricity and magnetism and atomic and nuclear physics.
AP PHYSICS 2 1-2 COURSE #4557-58 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Students should have had AP Physics 1. Students should have taken or be concurrently taking Pre-calculus. Course Description: AP Physics 2 is an algebra-based, introductory college-level physics course. Student cultivate their understanding of Physics through inquiry-based investigations as they explore topics such as fluid statics and dynamics; thermodynamics with kinetic theory; PV diagrams and probability; electrostatics; electrical circuits with capacitors; magnetic fields; electromagnetism; physical and geometric optics; and quantum, atomic, and nuclear physics. Note: Students enrolled in AP Physics-B must be concurrently enrolled in AP Physics-B Lab.
AP PHYSICS-C MECHANICS 1-2 COURSE #4575-76 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Calculus or concurrent enrollment in Calculus Course Description: This course is designed for students who will have a college major in engineering or science and is a calculus based application of Newtonian Mechanics. Studies include: kinematics, Newton's laws of motion, work, energy, power, systems of particles, linear momentum, circular motion, angular momentum, oscillations and gravitation. Lecture will be 3 hours/week and laboratory 2 hours/week.
AP PHYSICS-C ELECTRICITY & MAGNETISM 1-2 COURSE #4577-78 Course Length: 2 semesters Grade Level: 11-12 	Prerequisite: Must be concurrently enrolled in Calculus AB or BC Course Description: This course provides instruction in each of the following five content areas: electrostatics; conductors, capacitors, and dielectrics; electric circuits; magnetic fields; and electromagnetism. This course will utilize guided inquiry and student centered learning to foster the development of critical thinking skills and will use introductory differential and integral calculus throughout the course.
❖ ELECTIVES - These classes do not fulfill the Science graduation requirement	
AP BIOLOGY LAB 1-2 COURSE #4537-38 Course Length: 2 semesters Grade Level: 11-12	Prerequisite: Successful completion of Pre-AP Biology or teacher recommendation Course Description: This course will provide opportunities to explore course content in greater depth than the time constraints of a single class period allow. In particular, this course is designed to encourage the development of skills such as detailed observation, experimental design, data interpretation, and operation of technical equipment through laboratory experiences. Note: Students enrolled in AP Biology Lab must be concurrently enrolled in AP Biology.

AP CHEMISTRY LAB 1-2
COURSE #4555-56
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of General Chemistry and Algebra II or teacher recommendation
Course Description: This course will provide opportunities to explore course content in greater depth than the time constraints of a single class period allow. In particular, this course is designed to encourage the development of skills such as analytical thinking, experimental design, data interpretation, and communication of conclusions through laboratory experiences.
Note: Students enrolled in AP Chemistry Lab must be concurrently enrolled in AP Chemistry.

AP PHYSICS-B LAB 1-2
COURSE #4580-81
Course Length: 2 semesters
Grade Level: 11-12

Prerequisite: Successful completion of Biology and Algebra II or teacher recommendation
Course Description: This course will provide opportunities to explore course content in greater depth than the time constraints of a single class period allow. In particular, this course is designed to encourage the development of skills such as detailed observation, experimental design, data interpretation, and error analysis through laboratory experiences.
Note: Students enrolled in AP Physics-B Lab must be concurrently enrolled in AP Physics-B.

SOCIAL STUDIES



NCAA APPROVED COURSE

**WORLD HISTORY/
 GEOGRAPHY 1-2**
COURSE #7021-22
Course Length: 2 semesters
Grade Level: 9-12



Prerequisite: None
Course Description: (World History) Students analyze the recent human experience (1600-1914; Age of Enlightenment, Revolution, Nationalism and Imperialism) recognize the relationship of events and people, and interpret significant patterns, themes, ideas, beliefs and turning points in World History. (World Geography) Students analyze locations, regions, and spatial connections, recognizing the natural and cultural processes that impact the way in which people and societies live and interact with each other and their environment.

AP WORLD HISTORY 1-2
COURSE #7027-28
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences.
Course Description: Students will investigate significant events, individuals, developments, and process in six historical periods from approximately 8000 B.C.E. to the present. Students develop and use the same skills, practices, and methods employed by historians: analyzing primary and secondary sources; developing historical arguments; making historical comparisons; and utilizing reasoning about contextualization causation, and continuity and change over time. This course utilizes five themes that students explore throughout the course in order to make connections among historical development in different times and places: interaction between humans and the environment; development and interaction of cultures; state building; expansions and conflict; creation, expansion, and interaction of economic systems; and development and transformation of social structures.

AP HUMAN GEOGRAPHY 1-2
COURSE #7061-62
Course Length: 2 semesters
Grade Level: 10-12



Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences.
Course Description: The AP Human Geography course introduces students to the systematic study of patterns and processes that have shaped human understanding, use, and alteration of the Earth's surface. Students learn to employ spatial concepts and landscape analysis to examine human socioeconomic organization and its environmental consequences. They also learn about the methods and tools geographers use in their research and application.

**UNITED STATES/ARIZONA
 HISTORY/GEOGRAPHY 1-2**
COURSE #7031-32
Course Length: 2 semesters
Grade Level: 9-12



Prerequisite: None
Course Description: Students analyze the recent American experience (1876-1990; American Industrial Revolution to the Persian Gulf War), recognize the relationship of events and people, and interpret significant patterns, themes, ideas, beliefs and turning points in American and Arizona history.

**AP UNITED STATES
 HISTORY 1-2**
COURSE #7051-52
Course Length: 2 semesters
Grade Level: 10-12













Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences.
Course Description: The course is designed to be the equivalent of a two-semester introductory college or university U.S. history course. In AP U.S. History students investigate significant events, individuals, developments, and processes in nine historical periods from approximately 1491 to the present. Students develop and use the same skills, practices, and methods employed by historians: analyzing primary and secondary sources; developing historical arguments; making historical comparisons; and utilizing reasoning about contextualization causation, and continuity and change over time. This course also provides seven themes that students explore throughout the course in order to make connections among historical developments in different times and places: American and National identity; migration and settlement; politics and power; work, exchange, and technology; America in the world; geography and the environment; and culture and society.

**UNITED STATES/ARIZONA
 GOVERNMENT**
COURSE #7200
Course Length: 1 semester
Grade Level: 12



Prerequisite: None
Course Description: In this course, the basic structure and development of the United States/Arizona government will be examined. The topics of democracy, federalism, civil rights, and civic responsibility will be highlighted.

ECONOMICS COURSE #7250 Course Length: 1 semester Grade Level: 12 	Prerequisite: None Course Description: This course provides a strong practical understanding of the free market concept in American Capitalism, with focus on micro and macroeconomics. Microeconomics studies the impact of individual economic behavior while macroeconomics focuses on the country's economy as a whole. The course encourages students to make intelligent decisions about their personal economic status as well as judgments regarding broader questions of global and cultural economic policy.
AP US GOVERNMENT/ POLITICS 1-2 COURSE #7041-42 Course Length: 2 semesters Grade Level: 12 	Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences. Course Description: This course gives students an analytical perspective on government and politics in the United States. The course includes both the study of general concepts used to interpret U.S. government and politics and the analysis of specific examples. It also requires a familiarity with the various institutions, groups, beliefs, and ideas that constitute U.S. government and politics. The following topics will be examined: Constitutional Underpinnings of the U.S. Government; Political Beliefs and Behaviors; Political Parties, Interest Groups, and Mass Media; Institutions of National Government; Public Policy; and Civil Rights and Civil Liberties. Note: A student must complete both semesters in order to fulfill the US Government graduation requirement.
AP COMPARATIVE GOVERNMENT/POLITICS 1-2 COURSE #7103-04 Course Length: 2 semesters Grade Level: 12 	Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences. Course Description: This course introduces students to fundamental concepts used by political scientists to study the processes and outcomes of politics in a variety of country settings. The course aims to illustrate the rich diversity of political life, to show available instructional alternatives, to explain differences in processes and policy outcomes, and to communicate to students the importance of global political and economic changes. Comparison of political systems produces useful knowledge about the institutions and policies countries have employed to address and analyze national problems or practices. Six countries form the core of study in this course: China, Great Britain, Iran, Mexico, Nigeria, and Russia.
AP MACROECONOMICS 1-2 COURSE #7254 Course Length: 1 semester Grade Level: 12 	Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences. The College Board recommends successful completion of AP Microeconomics. Course Description: This course is designed to give students a thorough understanding of the principles of economics that apply to an economic system as a whole. The course places particular emphasis on the study of national income and price-level determination, and also develops students' familiarity with economic performance measures, the financial sector, stabilization policies, economic growth, and international economics. Topics covered include: Basic Economic Concepts; Measurements of Economic Performance; National Income and Price Determination; Financial Sector; Stabilization Policies; Economic Growth; and Open Economy (International Trade and Finance).
AP MICROECONOMICS 1-2 COURSE #7256 Course Length: 1 semester Grade Level: 12 	Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences. Course Description: This course is designed to give students a thorough understanding of the principles of economics that apply to the functions of individual decision makers, both consumer and producers, within the economic system. It places primary emphasis on the nature and functions of product markets and includes the study of factor markets and the role of government in promoting greater efficiency and equity in the economy. Topics covered include: Basic Economic Concepts; Nature and Function of Product Markets; Factor Markets; Market Failure and the Role of Government.
❖ ELECTIVES - These classes do not fulfill the Social Studies graduation requirement	
ANTHROPOLOGY 1-2 COURSE #7011-12 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: None Course Description: This course will survey (1) physical anthropology, the study of man's origins, (2) archeology, the excavation of past cultures, and (3) cultural anthropology, the study of contemporary cultures.
PSYCHOLOGY COURSE #7364 Course Length: 1 semester Grade Level: 10-12 	Prerequisite: None Course Description: This introductory course will provide an overview of the history, theorists, principles, and methodologies of psychology. This course will include: learning and processing; communications; dream analysis; adolescence; aging; personality types and disorders; mental disorders/mental illness; conflicts; stress; and coping skills.
AP PSYCHOLOGY 1-2 COURSE #7355-56 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: None Course Description: This course is designed to introduce students to the systematic and scientific study of behavior and the mental processes of human beings and other animals. Students are exposed to the psychological facts, principles, and phenomena associated with each of the major subfields of psychology. They also learn about the ethics and methods psychologists use in their science and practice.

INTRODUCTION TO SOCIOLOGY COURSE #7360 Course Length: 1 semester Grade Level: 11-12 	Prerequisite: None Course Description: This course will be an examination of individual, family and small group behaviors including ethnicity and women's status. The course studies human development through the life span and the behavior of individuals and families in relation to basic social institutions.
AP EUROPEAN HISTORY 1-2 COURSE #7029-30 Course Length: 2 semesters Grade Level: 10-12 	Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences. Course Description: In this course, students will investigate significant events, individuals, developments, and process in four historical periods from approximately 1450 to the present. Students develop and use the same skills, practices, and methods employed by historians: analyzing primary and secondary sources; developing historical arguments; making historical comparisons; and utilizing reasoning about contextualization causation, and continuity and change over time. This course utilizes six themes that students explore throughout the course in order to make connections among historical development in different times and places: interaction of Europe and the world; poverty and prosperity; objective knowledge and subjective visions; states and other institution of power; individual and society; and national and European identity.
MISCELLANEOUS	
ACADEMIC/CAREER SUCCESS 1-2 COURSE #5491-92 Fee: None Course length: 2 semesters Grade level: 9-12	Prerequisite: None Course description: Students will explore different educational and career opportunities through projects and group activities. This course emphasizes communication skills, goal planning/setting, pre/post high school transition skills, literacy, and an introduction to Microsoft Office Suite™. At the end of the course students will have electronic portfolios with plans for high school, college, and careers. <u>This course does not fulfill CTE requirement for graduation.</u>
AP SEMINAR 1-2 COURSE #7320-21 Course Length: 2 semesters Grade Level: 10-12	Prerequisite: None other than student should be able to read a college-level textbook and write grammatically correct, complete sentences. Course Description: AP Seminar is the first course in the AP Capstone program. It is a foundational course that engages student in cross-curricular conversations that explore the complexities of academic and real-world topics and issues by analyzing divergent perspectives. Using an inquiry framework, student practice reading and analyzing articles, research studies, and foundational, literary, and philosophical texts; listening to and viewing speeches, broad casts, and personal accounts; and experiencing artistic works and performances.
AP RESEARCH 1-2 COURSE #5660-61 Course Length: 2 semesters Grade Level: 10-12	Prerequisite: Successful completion of AP Seminar and teacher recommendation. Students should be able to read a college-level textbook and write grammatically correct, complete sentences Course Description: AP Research is the second course in the AP Capstone program. This course allows students to deeply explore and academic topic, problem or issue of individual interest. Through this exploration, students design, plan, and conduce a year-long research based investigation to address a research questions. In this course, students further their skills acquired in the AP Seminar course by understanding research methodology; employing ethical research practices; and accessing, analyzing, and synthesizing information as they address a research question. The course culminates in an academic paper of 4000-5000 words (accompanied by a performance or exhibition of product where applicable) and presentation with an oral defense.
AP COMPUTER SCIENCES PRINCIPLES 1-2 COURSE #5670-71 Course Length: 1 semester Grade Level: 10-12	Prerequisite: Successful completion of Algebra I and student should be able to read a college-level textbook and write grammatically correct, complete sentences. Course Description: This course is designed to be equivalent to a first semester introductory college computing course. In this course, students will develop computational thinking skills vital for success across all disciplines, such as using computational tools to analyze and study data and working with large data sets to analyze, visualize, and draw conclusions from trends. The course engages students in creative aspects of the field by allowing them to develop computational artifacts based on their interests. Students will develop effective communication and collaboration skills by working individually and collaboratively to solve problems, and will discuss and write about the impacts these solutions could have on their community, society, and the world.

SPECIAL PROGRAMS AND CLASSES (SEE COUNSELOR)

❖ GIFTED & TALENTED PROGRAM

The Tolleson Union High School District (TUHSD) offers a gifted and talented program for identified and qualified students. Appropriate and approved screening instruments are utilized in accordance with the regulations of the State Board of Education to effectively identify eligible students. Annual screening of freshman students occurs in the fall based on teacher recommendations. Students and parents may request screening for the program by contacting the school's Gifted Advisor.

Identified gifted students and their parents are provided the opportunity to develop an individual educational plan that is designed to meet the unique academic needs of each student in the program. A detailed explanation of program services and procedures can be found in the Gifted and Talented Program Scope and Sequence, which is available for review at each school site and at the District office.

The goals of this TUHSD program are:

- To support the development of self-directed, autonomous learners;
- To enhance and expand the opportunity for learning both during high school and in preparation for post-secondary transition;
- To develop the student's ability to think and reason critically;
- To develop and foster effective communication skills and abilities of students;
- To facilitate communication between and among students, school staff, and parents relative to gifted and talented program issues and information.

❖ PEER TUTORING PROGRAM

A peer-tutoring program is available in the Tolleson Union High School District. Student tutors are eligible to earn one-half elective pass/fail credit per semester. Tutors will assist the instructor in providing individualized and small group instruction to select student(s). The tutors will work in the content areas in which they have demonstrated successful completion of the program competencies as evidenced by a grade average in the content area of "B" or better.

❖ TEACHER ASSISTANT

The credit earned for one (1) semester assignment as a Teacher Assistant shall be one-half (1/2) unit. In addition, a student may earn a maximum of one (1) unit of Teacher Assistant credit to fulfill graduation requirements at Tolleson Union High School District.

SPECIAL SERVICES

The Tolleson Union High School District (TUHSD) provides a comprehensive program of special education classes and services in compliance with the Individuals with Disabilities Education Act, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. A copy of parental and student rights (Procedural Safeguards) are available on the district's website at www.tuhsd.org and in the Tolleson Union High School District Special Services Office and in each school's Special Education Office.

The special education department offers programs, services and classes within the District for the following areas of disability:

Mild Intellectual Disability	Hearing Impaired
Moderate Intellectual Disability	Vision Impaired
Severe Intellectual Disability	Other Health Impaired
Specific Learning Disability	Speech/Language Impairment
Multiple Disabilities	Orthopedic Impaired
MD with Severe Sensory Impairment	Autism
Emotional Disability	Traumatic Brain Injured

The TUHSD is looking for any student who may need specialized instruction, therapy services or specialized equipment. If you are aware of a student who has any special needs such as speech, emotional, motor, visual, hearing or substantial learning deficits, call your child's counselor or the Director of Special Services.

BASIC SKILLS LANGUAGE ARTS LAB 1-2 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Freshman English and Sophomore English courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS LANGUAGE ARTS LAB 3-4 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Sophomore English and Junior English courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS LANGUAGE ARTS LAB 5-6 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Junior English and Senior English courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS LANGUAGE ARTS LAB 7-8 Course Length: 2 semesters (may be repeated for credit) Grade Level: 12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Senior English courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS MATH LAB 1-2 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Algebra I, Algebra II, and Geometry courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS MATH LAB 3-4 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Algebra I, Algebra II, and Geometry courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS MATH LAB 5-6 Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision and/or demonstration of competencies from BS Math Lab 3-4 Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. This course builds the necessary skills for potential successful entry into Algebra I, Algebra II, and Geometry courses. Placement in this course is based on an IEP team decision taking into consideration student skill levels.
BASIC SKILLS MATH LAB 7-8 Course Length: 2 semesters (may be repeated for credit) Grade Level: 12	Prerequisite: IEP team decision Course Description: This course is aligned to the grade level standards, but the curriculum is significantly modified based on student IEP needs. Placement in this course is based on an IEP team decision taking into consideration student skill levels.

STUDENT SKILLS FOR TRANSITION (SST) 9 Course Length: 2 semesters Grade Level: 9	Prerequisite: IEP team decision Course Description: SST 9 is designed to provide academic and social skills support to students with disabilities in their freshman year of high school. Emphasis will be on high school survival skills, study skills, and organizational strategies to facilitate a successful transition to high school. Students will also develop self-advocacy skills and an understanding of their individual strengths and needs and related accommodations necessary for success. Students will have the opportunity to have additional teacher assistance with assignments, tests, and projects required for their other classes.
STUDENT SKILLS FOR TRANSITION (SST) 10-11 Course Length: 2 semesters (may be repeated for credit) Grade Level: 10-11	Prerequisite: IEP team decision Course Description: SST 10-11 is designed to provide support to students with disabilities who are participating in mainstreamed classes. Emphasis will be on study and organizational skills and strategies needed to be successful. Students will also develop self-advocacy skills and an understanding of their individual strengths and needs and related accommodations necessary for success. Students will have the opportunity to have additional teacher assistance with assignments, tests, and projects required for their other classes. Opportunities for Independent Study may be available to those students needing to complete additional credits. Students may also participate in additional educational opportunities related to their post-secondary transition goals for education, training, employment, and independent living.
STUDENT SKILLS FOR TRANSITION (SST) 12 Course Length: 2 semesters (may be repeated for credit) Grade Level: 12	Prerequisite: IEP team decision Course Description: SST 12 is designed to provide support to seniors with disabilities who are participating in mainstreamed classes. In addition to study and organizational skills and strategies needed to be successful, 12 th grade students will work on those skills needed to meet their post-secondary transition goals. These may include vocational and independent living skills related to seeking and keeping a job, managing a household, and community involvement. Students will continue to develop self-advocacy skills and an understanding of their individual strengths and needs and related accommodations necessary for success. Students will have the opportunity to have additional teacher assistance with assignments, tests, and projects required for their other classes. Opportunities for Independent Study may be available to those students needing to complete additional credits.
LIFE SKILLS LANGUAGE ARTS Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: Students with disabilities will learn and effectively apply a variety of reading strategies for comprehending, interpreting, and evaluating a wide range of texts as well as learn and effectively apply a variety of writing skills, including the use of strategies to generate, plan and organize ideas for specific purposes based on the Arizona College and Career.
LIFE SKILLS MATH Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: Students with disabilities will develop number and monetary sense and use number relationships to acquire basic facts, to solve a wide variety of real-world problems, and to determine the reasonableness of results based on the Arizona College and Career.
LIFE SKILLS DAILY LIVING Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: Students with disabilities will comprehend concepts related to health promotion and disease prevention. Students will demonstrate the ability to practice health-enhancing behaviors and reduce health risks. Students will also learn skills for independent living, including: home safety; meal planning; purchasing and preparation; cleaning; and clothing care based on the Arizona College and Career. Students may also participate in additional educational opportunities related to their post-secondary transition goals for education, training, employment, and independent living.
LIFE SKILLS VOCATIONAL ARTS Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: Students with disabilities use the principles of effective oral, written and listening communication skills to make decisions and solve workplace problems. Students will also work individually and collaboratively within team settings to accomplish objectives. Students will demonstrate a set of marketable skills which will enhance career options. Students will explore areas of interest and possible work choices based on the Arizona College and Career for workplace skills. Students may also participate in additional educational opportunities related to their post-secondary transition goals for education, training, employment, and independent living.
LIFE SKILLS SCIENCE Course Length: 2 semesters (may be repeated for credit) Grade Level: 9-12	Prerequisite: IEP team decision Course Description: Using Life, Physical and Earth Sciences, students with disabilities will organize and analyze data and compare to predictions. They will also communicate observations using pictures, models, and/or words and then communicate with other groups to describe the results of an investigation based on the Arizona College and Career for science.

LIFE SKILLS**SOCIAL STUDIES**

Course Length: 2 semesters
(may be repeated for credit)

Grade Level: 9-12

Prerequisite: IEP team decision

Course Description: Students with disabilities will employ basic economic concepts; evaluate problems and make rational choices as a consumer, worker and citizen. The student will demonstrate the use of geographic tools to locate and analyze information about people, places and environments within the community. Students will also learn about the basic rights and responsibilities of citizenship and the basic structure and concepts of the local government based on the Arizona College and Career for social studies.

**ADAPTIVE PHYSICAL
EDUCATION**

Course Length: 2 semesters
(may be repeated for credit)

Grade Level: 9-12

Prerequisite: IEP team decision

Course Description: Adaptive PE is available for any student with disabilities who may need specialized instruction, therapy services or specialized equipment. Special needs may include speech, emotional, motor, visual, hearing or substantial learning deficits. Students are required to participate to the best of their ability in sports and physical activities.

UNIVERSITY HIGH SCHOOL

University High School is a research based college preparatory school designed to serve students with demonstrated desire and academic ability residing in the Tolleson Union High School District. Research indicates rigorous high school experiences, which are sustained for several years, support students as they move onto further academic challenges. Sustained academic rigor provides students with distinct opportunities to develop skills, knowledge, and attitudes required for university success.

UHS welcomes students of demonstrated motivation and ability to engage in a rigorous education that fosters responsibility and the spirited pursuit of knowledge. Information regarding the competitive admission process for University High can be found by visiting our website. Students are invited to enroll based upon the following: student academic performance; standardized scores; grade point average; and staff recommendation. Students admitted partake in rigorous courses which are comparable to the best private college preparatory schools in Arizona. To apply or receive information about University High, call 623-478-4212.

University High students who reside within the Tolleson Union High School boundaries may be provided transportation. Students residing outside the Tolleson Union High School boundaries must provide their own transportation to and from school.

The theme of University High is, "*Building a Legacy through Harnessing the Power of Dreams.*" We understand that one approach to building social skills and determination is through diverse extracurricular experiences. Clubs and organizations give students an opportunity to improve leadership qualities, learn new skills, meet other students with similar interests, and to have fun. Therefore, students are encouraged to participate in extracurricular activities. University High School, in conjunction with Tolleson Union High School, offers a comprehensive program of academic and extracurricular activities.

University High's successful, data driven, research based program of study for college readiness and retention is seen below. Summer school acceptance for failing credit is determined by the Academic Dean and counseling staff. Students at UHS follow the program of study below:

Freshman Year	Credit(s)	Sophomore Year	Credit(s)
Advanced Algebra I	1.0	Advanced Algebra II	1.0
AP Human Geography	1.0	Pre AP Sophomore English	1.0
Advanced Freshman English	1.0	Advanced Chemistry	1.0
Pre AP Biology	1.0	AP World History	1.0
Speech/Creative Writing	1.0	World Language	1.0
Elective: Arts Selection or JROTC	1.0	Elective	1.0
Junior Year	Credit(s)	Senior Year	Credit(s)
Pre-Calculus	1.0	AP Calculus or AP Statistics	1.0
AP Language and Comp	1.0	AP Literature and Composition	1.0
Advanced Physics or AP Science Selection	1.0	US/AZ Government	0.5
AP US History/AZ History/Geo	1.0	Economics	0.5
World Language – 2 nd year	1.0	Suggested additional science	1.0
Elective*	1.0	Elective: (Students who do not pass Pre-Calculus will retake the course at this time)	1.0
ADDITIONAL NOTES: Geometry must be completed before the start of a student's sophomore year. University High will offer an online option when possible to meet this requirement. *Wellness/PE is completed as an independent study online sophomore year. Students who do not complete in that timeframe will be scheduled into a P.E. class their junior year.			

