

Dear Arrowhead Parents/Guardians,

This email contains important information regarding Academic Planning for 2nd semester and for the 2018-19 school year.

**If a schedule change is desired for 2nd semester, please note the following:**

- Schedule changes can only be done in person. Due to the complexities of potential changes, schedule changes cannot be done via email or phone.
- All students wanting a schedule change must have a note from a parent.
- Schedule changes will take place during the following times: the weeks of January 8th and 15th, after final exams on January 24th, and January 30 through February 5. Please plan accordingly.
- No requests for teacher changes, lunch period changes or "order" of classes will be honored.
- Schedule changes are limited and are subject to course/period availability and the constraints of the individual student schedule.

**Important information regarding Course Selections for 2018-19:**

- The [2018-19 Course Guide and Summer School Course Guide](#) is now available
- Course Selection worksheets and instructions will soon be available on the Academic Planning section of the Counseling webpage.
- Counselors will be in classrooms presenting Course Selection information during the week of February 5.
- Our expectation is that students will choose their courses thoughtfully, carefully, and with their Academic and Career Plan in mind. For this reason, once courses are chosen in Skyward, opportunities to make changes to these courses will be extremely limited.
- Skyward will open for 2018-19 Course Requests on Friday, Feb. 9 at 5:00 PM, and will remain open through Friday, Feb. 16 at 5:00 PM.
- Skyward will be open for Summer School Course Requests with staggered access by grade level as follows: rising seniors Feb. 9 at 5:00 PM, rising juniors Feb. 12 at 5:00 PM rising sophomores Feb. 13 at 5:00 PM, rising freshmen Feb. 14 at 5:00 PM
- Skyward will remain open for dropping and adding summer school courses (space permitting) until June 8.

Thank you for being our valued partners in our students' Academic and Career exploration and planning! If you have questions, please see your child's Counselor.

Sincerely,  
The Arrowhead High School Counseling Team