

**DAMASCUS HIGH SCHOOL**  
**Registration Procedures for Students**

**REGISTRATION INFORMATION FOR INCOMING 9<sup>TH</sup> GRADE STUDENTS**

1. Students will be given registration cards and course information during the week of February 2-5, 2009. The middle schools have placed on the cards the course level recommendations for the student. Students must register for the course level that is recommended by their teacher.
2. Parents of students who have a question about a particular recommendation are encouraged to contact the student's current teacher to inquire about it. This needs to be done by February 9. If a parent wants to request a change of the level of a course that is recommended, the procedure is to write a letter to the resource counselor at Damascus High School (Mr. Peelman) requesting an appeal of the recommendation. Please include in your appeal why you are appealing. **The deadline for course level appeals is February 27<sup>th</sup>.**
3. Students are to take their registration card, DHS course offerings information, the MCPS course bulletin, and this information sheet home to review with their parents/guardians. If there are any questions about the courses at Damascus High School, please call the counseling office at 301-253-7037.
4. **THE DUE DATE FOR STUDENTS TO RETURN THEIR COMPLETED REGISTRATION CARD BACK TO THEIR MIDDLE SCHOOL TEACHER IS FEBRUARY 6<sup>th</sup> FOR BAKER M.S. AND FEBRUARY 10<sup>th</sup> FOR ROCKY HILL M.S.** Registration cards must be completely filled out. Students must schedule themselves for a total of 14 courses (7 for the fall, 7 for the spring). Students also need to schedule themselves into three alternative courses in case they can not get into any requested electives. If a student does not request any alternative courses and they can not be scheduled into a requested course, then the counselor will schedule a course without their input. **A completed registration card must have the parent's/guardian's signature.** Damascus High School counselors will review the completed registration cards for accuracy and completeness.
5. Our education program offers two levels of courses for 9<sup>th</sup> graders in Matter and Energy, US History, and English 9: Honors and On-Level. A recommendation for honors level is based on many factors: mastery of the course prerequisites, parent request, standardized test scores, willingness of the student to complete challenging assignments, teacher recommendations, and work samples. Additionally, Honors Physics is also available to 9<sup>th</sup> graders who are taking Algebra 2 or higher. Middle school teachers will make their recommendations based on the student's first semester performance.