



# Course Request Verification Instructions High School – 9th - 11th Grade

## 2021-2022 Course Request Verification Quick Reference Guide

Parents/guardians and students currently have the opportunity to review the student’s course selections for the 2021-2022 school year online using their Home Access Center account. Access will be available until **Friday, April 23, 2021.**

Please review the steps below for instructions on how to log in to the Home Access Center, and where to find your student’s current list of course requests for the 2021-2022 school year.

After logging in to view your student’s current list of **requested** courses, if you do not approve, please follow directions to request changes to those courses.

### Step 1: Access the Home Access Center – to view student course requests

When you log in to HAC, click the tab for Classes → Career Plan.



All pre-loaded courses will be visible on this screen as shown on this example:

Classwork	Career Plan	Schedule	Requests
Social Studies	3.0000	3.0000	Biology (6021022 - 16) 0.5000 AP Human Geography (7011151 - 1) 0.5000 AP Human Geography (7011152 - 1) 0.5000 Pre-AP Spanish I (3111011 - 3) 0.5000 Pre-AP Spanish I (3111012 - 3) 0.5000
Language Other than English	2.0000	2.0000	Spanish II (3012021 - 4) 0.5000 Spanish II (3012022 - 4) 0.5000
Physical Education or Equivalent	1.0000	2.0000	Volleyball 1st Time Taken (1111021 - 1) 0.5000 Volleyball 1st Time Taken (1111022 - 2) 0.5000
Fine Arts	1.0000	3.0000	Adv Art 8 (0824622 - 1) 0.5000 Choir HS: Non-VTrebleChoir1TT (5022521 - 1) 0.5000 Choir HS: Non-VTrebleChoir1TT (5022522 - 1) 0.5000
Other Electives	6.5000	8.0000	Principles of Agriculture, Foo (CT011221 - 2) 0.5000 Principles of Agriculture, Foo (CT011222 - 2) 0.5000 Volleyball 2nd TT (1112021 - 1) 0.5000 Volleyball 2nd TT (1112022 - 1) 0.5000 Choir HS: Varsity Madr Ens 1TT (5011111 - 1) 0.5000 Choir HS: Varsity Madr Ens 1TT (5011112 - 1) 0.5000 Choir HS: VarsityMixedChoir 2TT (5022221 - 1) 0.5000 Choir HS: VarsityMixedChoir 2TT (5022222 - 1) 0.5000
Health	0.5000	0.5000	Health Education (1061025) 0.5000
<b>To Date Totals:</b>		<b>8.5000</b>	<b>0.0000</b>
<b>Estimated Totals:</b>	<b>26.0000</b>	<b>27.0000</b>	<b>7.5000</b>

#### Supplemental Plan : Agribusiness

Courses in Italics are not Complete

		Enter Requests:								
		Grade 11		Grade 12						
Subject Area	Credit Needed	Est. Credit	Grade 09 (2019 - 2020)		Grade 10 (2020 - 2021)		Grade 11 (2021 - 2022)		Grade 12 (2022 - 2023)	
			Course	Credit	Course	Credit	Course	Credit	Course	Credit
Agribusiness	3.0000	1.0000	Principles of Agriculture, Foo (CT011221 - 2)	0.5000						
			Principles of Agriculture, Foo (CT011222 - 2)	0.5000						
<b>To Date Totals:</b>		<b>1.0000</b>			<b>0.0000</b>		<b>0.0000</b>		<b>0.0000</b>	
<b>Estimated Totals:</b>	<b>3.0000</b>	<b>1.0000</b>			<b>0.0000</b>		<b>0.0000</b>		<b>0.0000</b>	

Digital Signature: By clicking the "Accept" button this serves as your electronic signature for your child 2022 course requests.

You will not be able to edit these choices in HAC; however, you will be able to review the courses your student currently has listed as requests for the 2021-22 school year.

Estimated Totals:

0.0000

Digital Signature: By clicking the "Accept" button this serves as your electronic signature for your child 2022 course requests. [Click Accept](#)

Click "Accept" button (bottom left side of your screen) as your electronic signature once you are ready to approve your student's 2021-2022 Course Requests.

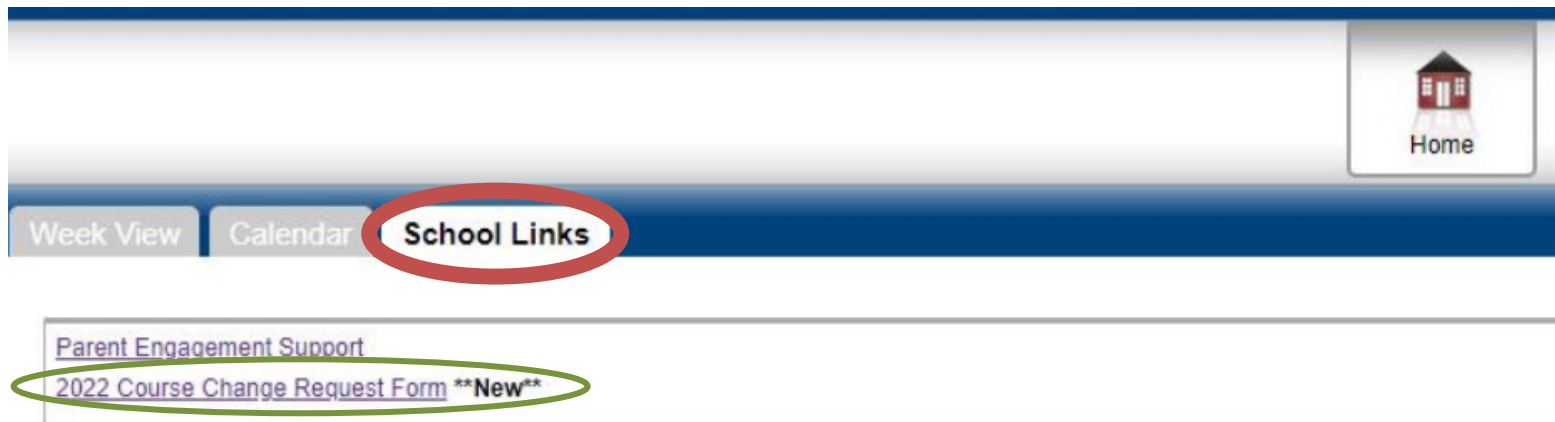
This is not a schedule; it is a list of requested courses. **If the courses are correct, you will indicate so in HAC by clicking accept, and no further action is needed.**

## Step 2: Requesting changes to your student's course requests

**If a change is needed, please read all instructions carefully before completing the Google link.**

A Google form will need to be completed for any student who is requesting a change to his/her course requests for the 2021-2022 school year by **Friday, April 23, 2021.**

**Parents/Guardians can find the link to request changes to course requests by clicking on "School Links" from the home page.**



The screenshot shows a navigation bar with three tabs: "Week View", "Calendar", and "School Links". The "School Links" tab is highlighted with a red circle. To the right of the navigation bar is a "Home" button with a house icon. Below the navigation bar, a link for "2022 Course Change Request Form \*\*New\*\*" is circled in green.

- From the School Links tab, parents/guardians will need to click on the "2022 Course Change Request Form" to be routed to the school's Google form.
- **Please check for correct number of classes.** If any classes are missing, enter them in on the Google form and include the level (academic or Pre-AP or AP), if necessary.
  - You can review detailed course information in the 2021-22 Education Planning Guide (HS), using this link: [Education Planning Guide](#).
  - In order to fulfill graduation requirements of Foundations with Endorsement, students should consider completing courses to meet the graduation requirements.
- **To meet the priority deadline, request course changes at this time. Please review and consider all courses carefully.** Sometimes student requests may exceed available seats, and alternate choices will be used.
- **NOTE-** Students may be placed in an intervention class in lieu of their elective (and/or PE) depending on their previous year's performance, as determined by campus administration.

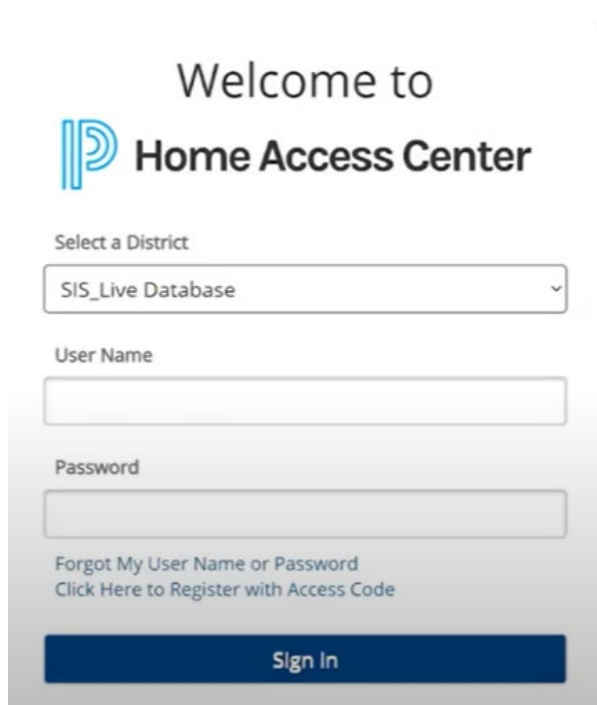
## Instructions to Access the Home Access Center

Access the Spring ISD website at [www.springisd.org](http://www.springisd.org).

You will need to click on the my.springisd.org button at the top right of the home page:



Once logged into your my.springisd.org account (the portal), you will need to click on Home Access Center (HAC) which will ask you to enter in your same login credentials again.

The image is a screenshot of the Home Access Center login page. At the top, it says 'Welcome to' followed by a blue stylized 'P' logo and the text 'Home Access Center'. Below this is a dropdown menu labeled 'Select a District' with 'SIS\_Live Database' selected. There are two input fields: 'User Name' and 'Password'. Below the password field are two links: 'Forgot My User Name or Password' and 'Click Here to Register with Access Code'. At the bottom is a dark blue button with the text 'Sign In' in white.

If you need help accessing the Home Access Center, please watch this video beginning at 29:00-38:30 by [clicking here](#).

If you do not remember your Login credentials, please first try to recover that information using the “Forgot My Username or Password” link at the bottom of the page. If you and/or your student are still having issues, then please contact your student’s counselor or the help line at 281-891-6249 from 5-8 pm.

# GRADUATION REQUIREMENTS FOUNDATION HIGH SCHOOL PROGRAM

The 83rd Texas Legislature changed the high school graduation requirements for students entering 9th grade in the 2014-15 school year (class of 2018) and beyond. It establishes one graduation plan, *the Foundation High School Program (FHSP)*, with the opportunity to earn *endorsements, distinguished level of achievement and/or performance acknowledgments.*

Foundation Core 22 Credits	Foundation + Endorsements 26 Credits	Foundation + Endorsements + Distinguished Level of Achievement 26 Credits
<ul style="list-style-type: none"> <li>▪ <b>4 English credits</b> <ul style="list-style-type: none"> <li>- English I (EOC)*</li> <li>- English II (EOC)*</li> <li>- English III</li> <li>- Advanced English</li> </ul> </li> <li>▪ <b>3 Mathematics credits</b> <ul style="list-style-type: none"> <li>- Algebra I (EOC)*</li> <li>- Geometry</li> <li>- Advanced 3rd-year math</li> </ul> </li> <li>▪ <b>3 Science credits</b> <ul style="list-style-type: none"> <li>- Biology (EOC)*</li> <li>- IPC or Advanced 2nd-year science course</li> <li>- Advanced 3rd-year science course</li> </ul> </li> <li>▪ <b>3 Social Studies credits</b> <ul style="list-style-type: none"> <li>- World Geography or World History</li> <li>- U.S. History (EOC)*</li> <li>- U.S. Govt. (.5), Economics (.5)</li> </ul> </li> <li>▪ <b>2 LOTE credits</b> (<i>Language Other Than English</i>) - any two levels in the same language or 2 credits in Computer Science Languages</li> <li>▪ <b>1 Physical Education credit</b></li> <li>▪ <b>1 Fine Arts credit</b></li> <li>▪ <b>4.5 Elective credits</b></li> <li>▪ <b>.5 Health</b></li> </ul> <div style="border: 1px solid gray; padding: 5px; margin-top: 10px; width: fit-content;"> <p style="font-size: small;">Students may opt for Foundation only after completing sophomore year.</p> </div>	<ul style="list-style-type: none"> <li>▪ <b>4 English credits</b> <ul style="list-style-type: none"> <li>- English I (EOC)*</li> <li>- English II (EOC)*</li> <li>- English III</li> <li>- Advanced 4th-year English course</li> </ul> </li> <li>▪ <b>4 Mathematics credits</b> <ul style="list-style-type: none"> <li>- Algebra I (EOC)*</li> <li>- Geometry</li> <li>- Advanced 3rd-year math</li> <li>- Advanced 4th-year math</li> </ul> </li> <li>▪ <b>4 credits Science</b> <ul style="list-style-type: none"> <li>- Biology (EOC)*</li> <li>- Advanced 2nd-year science course</li> <li>- Advanced 3rd-year science course</li> <li>- Advanced 4th-year science course</li> </ul> </li> <li>▪ <b>3 Social Studies credits</b> <ul style="list-style-type: none"> <li>- World Geography or World History</li> <li>- U.S. History (EOC)*</li> <li>- U.S. Govt. (.5), Economics (.5)</li> </ul> </li> <li>▪ <b>2 LOTE credits</b> (<i>Language Other Than English</i>) - any two levels in the same language or 2 credits in Computer Science Languages</li> <li>▪ <b>1 Physical Education credit</b></li> <li>▪ <b>1 Fine Arts credit</b></li> <li>▪ <b>6.5 Elective credits</b></li> <li>▪ <b>.5 Health</b></li> <li>▪ Credit Requirements specific to at least one endorsement</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>4 English credits</b> <ul style="list-style-type: none"> <li>- English I (EOC)*</li> <li>- English II (EOC)*</li> <li>- English III</li> <li>- Advanced 4th-year English course</li> </ul> </li> <li>▪ <b>4 Mathematics credits</b> <ul style="list-style-type: none"> <li>- Algebra I (EOC)*</li> <li>- Geometry</li> <li>- Algebra II</li> <li>- Advanced 4th-year math course</li> </ul> </li> <li>▪ <b>4 credits Science</b> <ul style="list-style-type: none"> <li>- Biology (EOC)*</li> <li>- Advanced 2nd-year science course</li> <li>- Advanced 3rd-year science course</li> <li>- Advanced 4th-year science course</li> </ul> </li> <li>▪ <b>3 Social Studies credits</b> <ul style="list-style-type: none"> <li>- World Geography or World History</li> <li>- U.S. History (EOC)*</li> <li>- U.S. Govt. (.5), Economics (.5)</li> </ul> </li> <li>▪ <b>2 LOTE credits</b> - (<i>Language Other Than English</i>) - any two levels in the same language or 2 credits in Computer Science Languages</li> <li>▪ <b>1 Physical Education credit</b></li> <li>▪ <b>1 Fine Arts credit</b></li> <li>▪ <b>6.5 Elective credits</b></li> <li>▪ <b>.5 Health</b></li> <li>▪ Credit Requirements specific to at least one endorsement</li> </ul> <div style="border: 1px solid gray; padding: 5px; margin-top: 10px; width: fit-content;"> <p style="font-size: small;">Eligible for Top 10% Automatic Admissions</p> </div>

**END OF COURSE (EOC) – STAAR STATE ASSESSMENTS REQUIRED FOR GRADUATION**  
English I, English II, Algebra I, Biology, U.S. History

**PERFORMANCE ACKNOWLEDGMENTS**  
*Outstanding Performance:* Dual credit, associate degree, bilingualism/bi-literacy; AP or IB exams, PSAT, ACT-Plan, SAT or ACT  
*Certification:* nationally or internationally recognized business or industry certificate or license.

**ENDORSEMENTS**  
**STEM, Business & Industry, Public Service, Arts & Humanities and Multidisciplinary Studies**  
 Specific Spring ISD Career Pathways by Endorsement are available.

Above is the approved Spring ISD course sequence. Any deviation in this sequence must be Approved by the Chief of School Leadership and Student Support Services.