

HARMONY SCHOOLS Graduation CLASS OF 2020



SENIOR GUIDE & GRADUATION CHECKLIST

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This handbook will discuss about graduation requirements and important senior information. You can also find important dates and deadlines in this handbook. Please feel free to contact the counseling and academic department anytime if you have a questions.

CONTENT:

- **Graduation Checklist & Graduation Plan**
- **Community Service requirements**
- **Steps to College – To Do List**
- **College Readiness Factors**
- **Naviance Tools**
- **Senior Expenses/ Important Dates and events**

GRADUATION CHECKLIST

In order to graduate from Harmony Public Schools, students must fulfill:

1	High School Credit requirement
2	Texas State Assessment (STAAR)
3	Minimum 100 community service hours
4	Admission by 4 year College

1. CREDIT REQUIREMENT

Below you will find a courses required by Board of Education for a student to graduate from Harmony Schools. Please check whether you have completed all the required courses.

Discipline	Distinguished Level of Achievement	Foundation Graduation Plan
English	4.0	4.0
Mathematics	4.0	3.0
Social Studies	3.0	3.0
Science	4.0	3.0
Foreign Language	2.0	2.0
Fine Arts	1.0	1.0
Physical Education	1.0	1.0
Elective Courses	7	5
Local	4.0	4.0
TOTAL	30	26

2. STATE ASSESSMENT - STAAR

High School students must meet the requirements for STAAR in the courses given below:

ENGLISH I

BIOLOGY

ENGLISH II

U.S. HISTORY

ALGEBRA I

3. COMMUNITY SERVICE HOURS

In order to graduate from Harmony School students are expected to complete a **total of 100** volunteer hours.

The following volunteer projects are eligible for community service recognition:

- Volunteering at a non-profit organization.
- Community organizing including voter registration and political campaigns.
- Service learning projects outside of class including the training and preparation time. (Training time must be directly related and cannot be greater than 50% of the number of direct service hours.)
- Time served with a faith - based institution **that** does **NOT** include teaching or promoting one faith, (examples: serving food, fundraisers, banquets, volunteering at the facility)

The following volunteer projects are NOT eligible for community service recognition:

- Hours spent teaching religion in a church, synagogue, mosque, or faith-based institution will NOT be recognized because Harmony Public Schools are public, nonsectarian institutions. Therefore, the hours spent at religious pre-school and day camps as well as hours serve during religious ceremonies (including choir, band, etc.) may NOT be claimed.

Record keeping:

- It is the responsibility of the student to make sure that hours are properly logged and verified.
- Remember that the hours are updated in your naviance accounts.
- Community hours are not included in students official transcripts.

4. UNIVERSITY ADMISSION

To graduate from Harmony School students are required to apply to college, follow the steps of admission process and receive **a proof of admission to a 4 year college.**

COLLEGE APPLICATION REQUIREMENTS

1. College Application – Apply Texas/ Common App
2. Application Fee
3. High School Transcript
4. SAT/Act Scores
5. Recommendation Letters
6. Essay/s

TO SUCCESSFULLY FINALIZE YOU COLLEGE APPLICATIONS:

1. All you active college applications should be reflected on Naviance. It is the main system where your counselor can see and track you college applications. To prevent any delays or problems in your application process. All your colleges should be in the system.
2. Before you hit “submit” button, double check if all the fields are complete and essays proofread.
3. Before submitting your application, check “ I will use a fee waiver” option if you consider using college application fee waiver.
4. After submitting your application make sure you receive a confirmation email from Apply Texas or Common App.
5. In 2 or 3 business days, the college you applied should email your college account and application status checklist. You have to keep and remember the password for each college account and regularly check on your status.
6. Contact your counselor to send out your required documents: fee waiver, transcript, recommendations and school report. **It is your responsibility to follow up on your required documents and meet your deadlines.**
7. **Check your deadlines!** Your counselor will not be responsible for missing deadlines in submitting your documents, if you failed to communicate at least 2 business days before the deadline.
8. After the documents are sent, make sure **colleges received them by:** checking your applications checklist or directly calling the colleges.
9. Let your counselor know about the result of your college applications: accepted, wait listed, deferred, denied. You should also update your status on you Naviance account.
10. At least 2 applications are expected to be completed by October 31st

SENIOR EXPENSE

Senior year can be expensive. Most expenses are optional or can be worked out according to your budget. It helps to plan ahead to prioritize you funds.

ITEM	COST(about)	MANDATORY
Graduation cap & gown	\$30?	Yes
Senior Picture	Varies	No
Class Ring	Varies (\$200)	No
College Application Fees	\$25-\$80	Can be waived
2018-2019 Yearbook	\$40?	No
Class t-shirt	\$20	No
Senior Trip	TBA	No

IMPORTANT EVENTS AND DATES

October 1st	FAFSA Opens up
October 7 th 4:30pm-7:00pm	FAFSA Parent Night
October 12 th at 7 th period	Cap and Gown Presentation by Jostens
October 25 th at 7 th period	Cap and Gown Orders by Jostens
November 1 st -15 th	Early Decision/ Early Action deadline
November 15-17 th (Tentatively)	Senior Thanksgiving Dinner
March 10 th -19 th (tentatively)	Senior Trip
April 15 th	College Decision Deadline
TBD	Pep Rally
TBD	Senior Banquet (place TBD)
TBD	Senior Graduation Ceremony

I have received, read and understood the Senior Guide.

Student Name and Signature _____

Parent /Guardian Name and Signature _____

Please sign this form and return to Mr. Uluturk no later than **Friday, September 3rd**.