

Scheduling/ Course Registration

For the 24–25 School Year

agenda

Grad requirements

Timeline

New courses

Requesting courses

FAQs

WA grad requirements

- English: 20 credits
- Math: 20 credits
- Science: 15 credits
- Social Studies: 15 credits
 - World History, US I and US II
- World Language: 10 credits
 - Two years of the same language
- VPA: 2.5 credits
- PE: 10 credits
 - 1 semester each year (only freshmen can defer)
- Health: 2.5 credits
- Other credits needed: 22.5
- **Total credits: 117.5**

Scheduling: 3 parts

1

Recommendations for course levels will be added into PowerSchool for students by their current teachers.

2

Students review recommendations in PowerSchool, select their required classes and choose other courses based on their interests during the open window **(March 1st– March 8th)**.

3

Once all requests are input in PowerSchool, the master schedule will then be built based on requests.



scheduling timeline

Conversations with teachers about recommendations... throughout February

March 1st: PS portal opens after school!! Students review recommendations and enter their elective choices. **Portal closes at 2pm on March 8th!**

March 1st: Override link is available after school. **Closes at 2pm on March 8th!**

March 7th & 8th: Counselor drop-in hours during long block

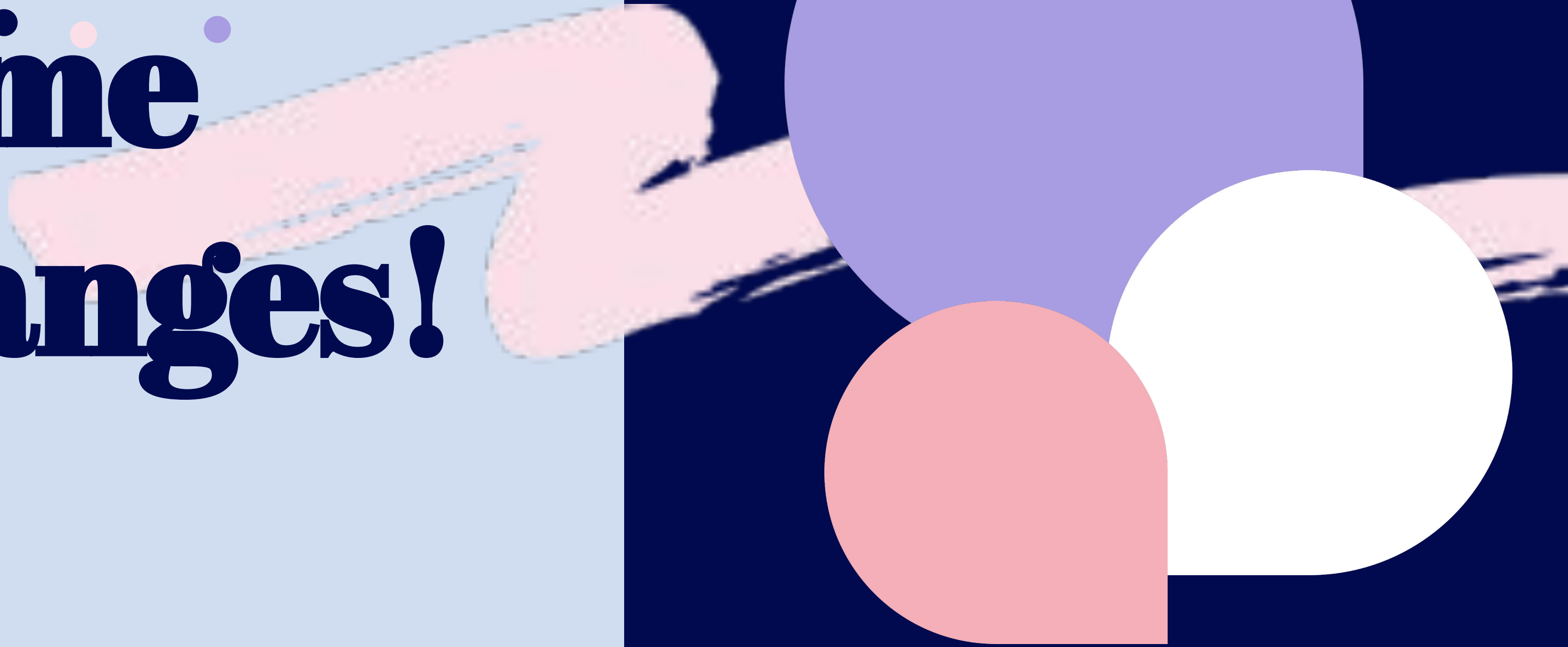
March 8th: Portal closes and Override links close at 2pm, promptly.





course

name

changes!



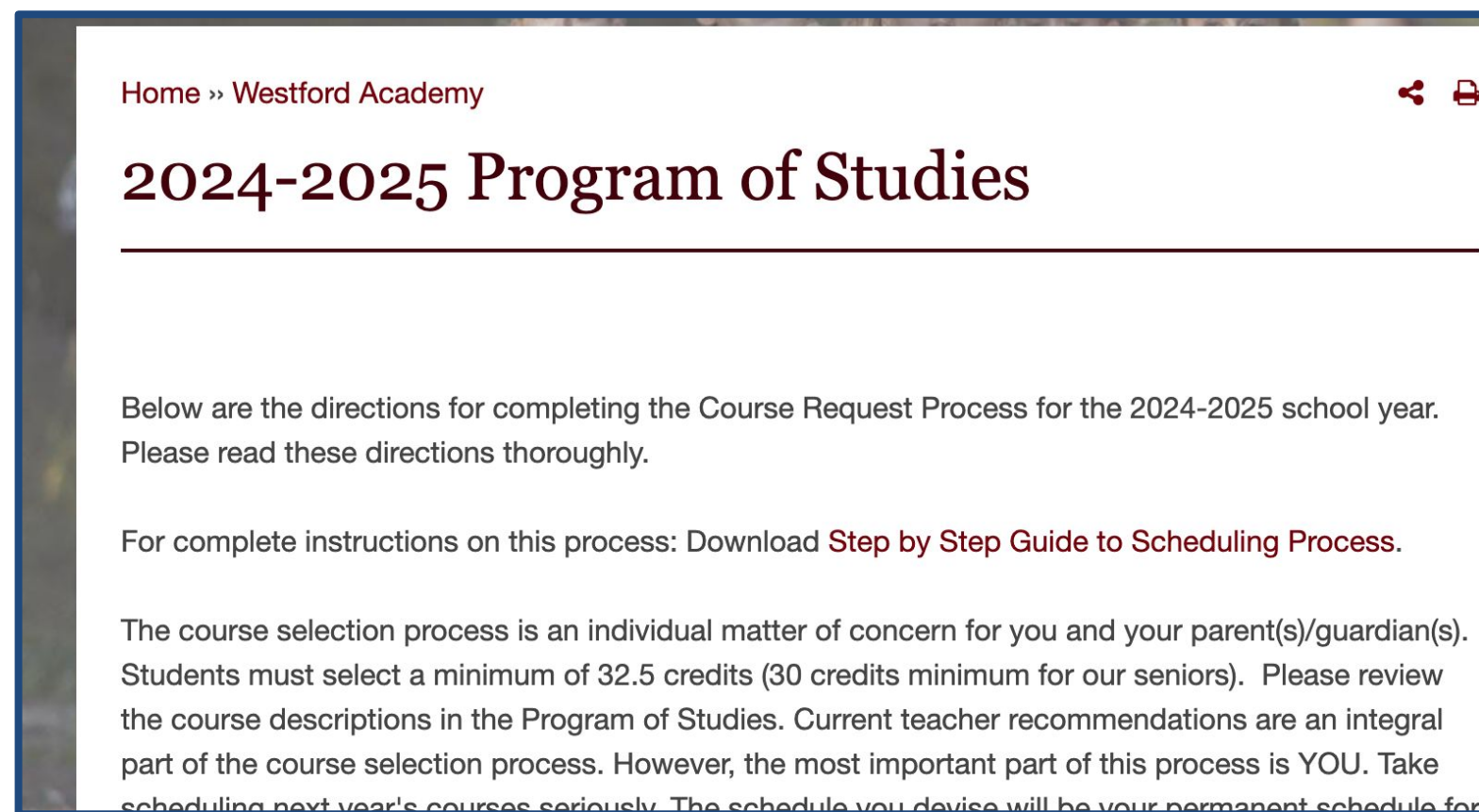
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- Digital Art CP is now Digital Art (unweighted)
 - Digital Art II CP is now Digital Art II Honors
 - Graphic Design 1 CP is now Graphic Design I (unweighted)
 - Intro to Movie Making CP is now Intro to Movie Making (unweighted)
 - Movie Making I CP is now Movie Making I (unweighted)
 - Adv 3D Animation CP is now Adv 3D Animation Honors
 - **All music ensembles have semester based offerings for semester 1!**
 - **Percussion, Band, Choir, Orchestra**
- 

new courses!

- Artificial Intelligence for Business (10–12)– 2.5 Credits
- Creative Writing II Honors (11 & 12) – 2.5 credits
- AP Economics (11 & 12)– 5 credits
- AP Politics & Government (11 & 12)– 5 credits
- DE The Art of Speech (12)– 2.5 credits

- Still offering: DE Money Matters (11 & 12)– 2.5 credits

when scheduling



Home » Westford Academy

2024-2025 Program of Studies

Below are the directions for completing the Course Request Process for the 2024-2025 school year. Please read these directions thoroughly.

For complete instructions on this process: Download [Step by Step Guide to Scheduling Process](#).

The course selection process is an individual matter of concern for you and your parent(s)/guardian(s). Students must select a minimum of 32.5 credits (30 credits minimum for our seniors). Please review the course descriptions in the Program of Studies. Current teacher recommendations are an integral part of the course selection process. However, the most important part of this process is YOU. Take scheduling next year's courses seriously. The schedule you devise will be your permanent schedule for

Please refer to the [Scheduling 2024–2025, and Program of Studies](#) page for everything scheduling!

Please note all prerequisites and grade level requirements. You will not be scheduled for a class for which you do not meet the prerequisites.

Please select between 32.5 and 35 credits. Seniors select between 30 and 35 credits.

when scheduling cont.

- Please enter an alternate choice for each elective in the event that we are unable to schedule you for your first choice elective.
- Same applies to PE! You need to choose your top choice PE course and an alternate. Reminder: You can't repeat a PE course! PS won't allow you to register for a PE course that you've taken.
- **Please take your time and make the best decisions you can for yourself.**

How to select your classes

Step 1 – Review the Program of Study to read course descriptions and graduation requirements

Step 2 – Log in to Powerschool
(<https://westford.powerschool.com/public>) on your chromebook or laptop from March 1st–March 8th.

PowerSchool SIS

Parent Sign In

Sign In Create Account

Username

Password

[Forgot Username or Password?](#)

Sign In

Student Sign In

Students - Click the button to sign in. You will be redirected to the Student sign in page.

Student Sign In

Step 3 – Click on the "Class Registration" button on the left side of the screen

Navigation

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Balance

My Schedule

School Information

Grades and Attendance: Gosselin, Maia Joie-Marie


Grades and Attendance


Standards Grades


Exp	Attendance By Class										Course	Q1	Q2	Q3	Q4	E1	S1	E2	S2	Y1	Absences	Tardies												
	Last Week					This Week																												
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Step 4 – Click the Pencil Icon on the right side of the screen under each subject to see your recommendation and/or select the courses you would like to take (for courses that require a recommendation, you can *only* select the course that was recommended for you.)


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 Balance

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Welcome to the Westford Academy Class Registration System for 2022-2023 : Gosselin, Maia Joie-Marie

[View course requests](#)

English Number of requests to generate : 1	Click the edit button to request a course ➡	 
Mathematics Number of requests to generate : 1	Click the edit button to request a course ➡	 
History and Social Studies Number of requests to generate : 1	Click the edit button to request a course ➡	 
World Language Number of requests to generate : 1	Click the edit button to request a course ➡	 
Science Number of requests to generate : 1	Click the edit button to request a course ➡	 
Physical Education/Wellness Number of requests to generate : 1	Click the edit button to request a course ➡	 
PE Alternate Please select an alternate for PE Class. This needs	Click the edit button to request a course ➡	 

For an override (to request a change in level up): follow the steps below for completing a request for an override but you **MUST** select the course that you were recommended for. If the override is approved, those will be manually entered by each curriculum coordinator.

World Language						
✓✓	Course Name	Number	Course Description	Credits	Prerequisite Note	Alerts
<input type="checkbox"/>	101 French I CP	101		5		
<input type="checkbox"/>	102 French II CP	102		5		
	103 French II H	103		5	A teacher recommendation is needed to request this course.	⚠ Prerequisites have not been met
<input type="checkbox"/>	104 French III CP	104		5		Recommended 👤 Lauren Clark
	105 French III H	105		5	A teacher recommendation is needed to request this course.	⚠ Prerequisites have not been met
<input type="checkbox"/>	106 French IV CP	106		5		
	107 French IV H	107		5	A teacher recommendation is needed to request this course.	⚠ Prerequisites have not been met
	108 French Language & Culture AP	108		5	A teacher recommendation is needed to request this course.	⚠ Prerequisites have not been met
<input type="checkbox"/>	109 French V CP	109		5		
<input type="checkbox"/>	110 Mandarin I CP	110		5		

Number of requests to generate : 1

Orrrrr just watch this video...



Override Process

- Trust the recommendations that are in the system.
- Have conversations with your teachers!
- Limitations in place. Please follow our **OVERRIDE POLICY & PROCESS** for details of the process.
- The form will be available available on 3/1
- You must submit the Google Form by **MARCH 8, 2024 at 2 pm.**
There are NO EXCEPTIONS to this deadline.

Override FAQs

Q: If I am filling out an override form, what do I do in PowerSchool?

A: You should mark what was recommended for them EVEN if they plan on overriding. After the portal has closed, the override note will be added to PS if it is approved.

Q: If I am recommended for honors, can I request CP instead? Does that require an override?

A: Yes, they can choose CP instead. No, that is not an override.

A: How will I know if my override was denied?

Q: You would receive an email from the curriculum coordinator if the request was denied.

Override FAQs

Q: How many overrides am I allowed to submit?

A: Two.

Q: If I wind up getting the average needed for a class and therefore don't need the override I originally submitted, can I use that override for another subject?

A: No. Overrides cannot be transferred.

Q: If I am not within the five points to override, but am close/hope to be by the end of Q3, should I submit an override?

A: Yes, because you would still need the override to be considered for the class.

Override FAQs

Q: If I have submitted an override and fall below the five points needed to override by the end of Q3, am I still eligible to take the class?

A: No. Overrides are only valid for students who are within five points of the prerequisite grade.

Q: In order to take AP Psychology from a CP course, do I have to submit an override even with the prerequisite grade?

A: Yes. Students in CP History must have *both* a 95 average and submit an override to take AP Psychology.

Q: Can I override into an AP science class if I am currently enrolled in a CP science class?

A: No. Please refer to the Program of Studies.

other FAQs

Q: Who do I go to if I have questions about my recommendations?

A: Your teachers

Q: Is there a limit to how many honors courses a student can take?

A: We do not limit the number of honors courses.

Q: How much homework can students anticipate nightly?

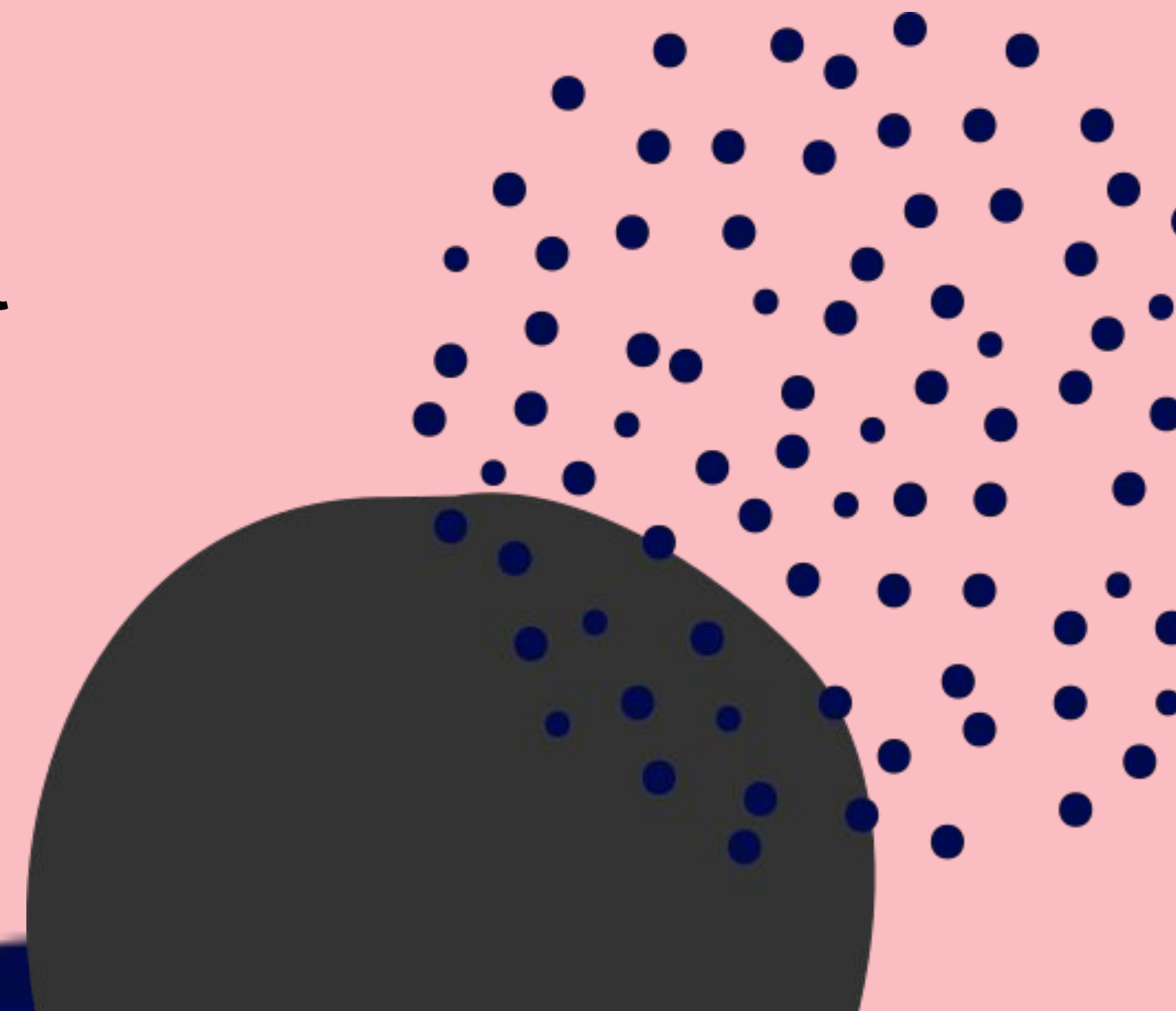
A: See [Time Management activity](#) for estimated time by level

Q: How is the GPA calculated ?

A: See WA Profile on Counseling webpage for scale/formula

Q: When will draft schedules be available for students?

A: Hopefully by Mid-June



questions?

Please speak to your teachers about your recommendations.

Reach out to your counselor with other scheduling questions!

**Drop-in hours are:
March 7th & 8th during
lunches**