

*Elmira City
School District
Every Student Succeeds*



PASSPORT TO GRADUATION

Name: _____

School: _____

Counselor: _____ Phone: _____

Destination: Graduation

High school is a journey that leads to your future. Like any trip, it requires careful planning, good directions and patience.

To graduate from high school, you must successfully complete certain coursework and required New York State assessments. This *Passport to Graduation* will provide a checklist for you to complete as you meet these requirements. There are checklists for students seeking a Regents diploma, those seeking a Regents diploma with Advanced Designation and those seeking a Regents diploma with CTE endorsement.

This passport also includes recommended activities for all students.

Students in grades 9 through 12 develop a high school educational and career pathways plan with the help of their school counselor and their parents. If you are interested in attending college or further vocational training after graduation, you have many choices and opportunities to complete advanced level coursework in high school to better prepare you for college. Choices are made in collaboration with teachers, counselors and parents.

Now is the time to start thinking about what you want for your life and your career, so you can prepare a high school journey that meets your individual needs and the requirements for graduation.

If at any time you have questions about your journey, please call or visit your school counselor.

Questions?

**See your
school
counselor**

Requirements for a Regents Diploma

English Language Arts

- 4 course credits:
1. _____
 2. _____
 3. _____
 4. _____

- Required Regents: 1. English 11.....
-

Social Studies

- 4 course credits:
1. _____
 2. _____
 3. _____
 4. _____

- Required Regents: 1. Global History.....
2. U.S. History & Government.....
-

Math

- 3 course credits:
1. _____
 2. _____
 3. _____

- Required Regents: 1. Math A or Integrated Algebra
Regents or Geometry Regents
-

Science

- 3 course credits:
1. Biology.....
 2. _____
 3. _____

- Required Regents: 1. Earth Science, Living Environment,
Chemistry or Physics.....

Health

.5 course credit

The Arts

1 course credit

Languages Other Than English

1 course credit

Computer Applications

.5 course credit

Careers & Financial Management

.5 course credit

Physical Education

2 credits (.5 per year):

1.
2.
3.
4.

Sequence Courses/Electives

3 course credits:

1. _____
2. _____
3. _____

Service Learning

50 hours

Total required for Regents diploma:

22 course credits:

5 Regents exams:

50 Service Learning hours:

Requirements for a Regents Diploma with Advanced Designation

English Language Arts

- 4 course credits:
1. _____
 2. _____
 3. _____
 4. _____

- Required Regents: 1. English 11.....
-

Social Studies

- 4 course credits:
1. _____
 2. _____
 3. _____
 4. _____

- Required Regents: 1. Global History.....
2. U.S. History & Government.....
-

Math

- 3 course credits:
1. Biology.....
 2. _____
 3. _____

- Required Regents: 1. Math A or Integrated Algebra,
Geometry, and Algebra II/Trig
Regents.....
2. Math B.....

Science

3 course credits:

1. _____
2. _____
3. _____

Required Regents:

1. Earth Science, Living Environment,
Chemistry or Physics.....
2. Earth Science, Living Environment,
Chemistry or Physics.....

Health

.5 course credit

Physical Education

2 credits (.5 per year):

1.
2.
3.
4.

Students pursuing a Regents diploma with Advanced Designation must complete one of the following: 3 credits of Languages Other Than English, 5 credits of Career & Technical Education or 5 credits of the Arts.

Languages Other Than English

1 required credit:

1. _____

Required Regents:

1. _____

2 additional course credits for those taking LOTE sequence:

1. _____
2. _____

The Arts

1 required credit: 1. _____

4 additional credits for those taking Arts sequence:

1. _____

2. _____

3. _____

4. _____

Career & Technical Education

.5 required credit: 1. Computer Applications

2. Careers & Financial Management.....

4 additional credits for those taking CTE sequence:

1. _____

2. _____

3. _____

4. _____

Sequence Courses/Electives

1 credit for those taking LOTE sequence:.....

Students in Arts and CTE sequences fulfill this requirement with required sequence courses.

Service Learning

50 hours.....

Total required for Regents diploma with Advanced Designation:

22 course credits:.....

8 Regents exams:

50 Service Learning hours:

Requirements for a Regents Diploma with CTE Endorsement

English Language Arts

- 4 course credits:
1. _____
 2. _____
 3. _____
 4. _____

Required Regents: 1. English 11.....

Social Studies

- 4 course credits:
1. _____
 2. _____
 3. _____
 4. _____

Required Regents: 1. Global History.....
2. U.S. History & Government.....

Math

- 3 course credits:
1. _____
 2. _____
 3. _____

Required Regents: 1. Math A, Integrated Algebra
or Geometry Regents.....

Science

- 3 course credits:
1. Biology.....
 2. _____
 3. _____

Required Regents: 1. Earth Science, Living Environment,
Chemistry or Physics.....

Health*.5 course credit* **Languages Other****Than English**
1 course credit **The Arts**1 course credit **Physical Education**2 credits (.5 per year):
1. 3.
2. 4. **Career & Technical Education***.5 required credit:*
1. Computer Applications
1. Careers & Financial Management..... *4.5 additional CTE credits:*

1. _____
2. _____
3. _____
4. _____
5. _____ Internship:

National exam: **Service Learning**50 hours **Total required for Regents diploma with CTE Endorsement:**

- 22.5 course credits:
- 5 Regents exams:
- 50 Service Learning hours:
- Internship:
- National exam:

Recommendations for all students

Checklist for your freshman year

- Complete a career plan with your school counselor
 - Update your resumé from eighth grade.....
 - Continue or start logging Service Learning hours.....
 - Talk to your school counselor about job shadowing.....
 - Join at least one club, organization or sport
-

Checklist for your sophomore year

- Update your career plan with your school counselor.....
- Continue logging Service Learning hours
- Join or stay involved in at least one club, organization or sport.....
- Take the PSAT at school, free of charge.....
- Take the SAT II in your best subject.....
- Attend a college fair or planning night with parents.....
- Review requirements for National Honor Society: 89.5 average,
25 hours of community service by start of junior year

Checklist for your junior year

- Take the PSAT in October
 - Continue logging Service Learning hours
 - Join or stay involved in at least one club, organization or sport
 - Take Careers class, take an interest inventory, plan internship
 - Explore college search program on computer and visit college web sites. Gather information about colleges.....
 - Check your credits and senior schedule to make sure you have college requirements
 - Attend College Information Day at the Arnot Mall
 - Meet with college representatives who come to your school.....
 - Make a list of colleges that meet your interests and needs
 - In the spring, take the SAT I or ACT, SAT II if needed
 - Review scholarship booklet on web or in Guidance Office
-

Checklist for summer and breaks

- Visit college campuses
- Call for college interviews and tours

Checklist for your senior year

- Take SATs if you haven't already
- Complete 50 Service Learning hours
- Join or stay involved in at least one club, organization or sport
- File NCAA form if planning on playing a sport
for a Division I or II college
- Review college/major information, meet with your counselor
- Apply for scholarships – applications in Guidance Office
- Meet with college representatives who come to your school
- Ask teachers, counselor, employers, club advisors and coaches to write
you recommendation letters. Bring them to the school counselor.
- Write a resumé and bring it to your school counselor for him or her
to write your recommendation letter
- Apply for Part 1 online or by mail. Bring Secondary Report to your
counselor for transcript to be sent. Common SUNY applications are
available in the Guidance Office
- Contact admissions office at your selected college(s) for an interview
and visit, if not done already
- File Profile (supplemental financial aid form), if necessary, for
your college
- Attend the Financial Aid Workshop presented at BOCES in January.
File FAFSA after January 1
- Make sure you've asked your counselor to send mid-year reports
to your college
- Inform your counselor of any information from colleges regarding
missing information