**Registration at Richfield High School**

College and Career Readiness meetings are held with parents generally in January and February to discuss where your student is in regards to graduation and to college and career readiness. At this time we will discuss classes that are required and classes that they should take the following year to best prepare them for their interests and career/college path.

Once the Master Schedule is made for the school (generally March or April) we as counselors will then go into one of your students classes and show them the Master schedule, when classes are taught and what new classes may or may not be added. We will then take a few minutes and help them set up their desired schedule and help answer any questions that they may have in regards to Concurrent Enrollment all the way down to freshmen courses. The Master Schedule will also be posted online on the high school website.

Following those class presentations your student will sign up for a time that best suits them and you as parents to register for classes. This is done for two reasons, first, so we as counselors can make sure they are taking the necessary courses and two for you as parents to ask any questions regarding their schedule for the following year.

The exemption to this is with freshmen. Generally when we get to freshmen it gets really hard and almost impossible to get them everything that they want. We always get them in their core classes, so we have them create their ideal schedule, take it home and discuss it with you as parents and then turn it in. On that same registration form that they bring home we will ask them to choose 5 extra classes that are of interest just in case we are not able to get them into their first choice of classes. With this we can then have an idea of other places to put them just in case their first choice is already full.

If you have any questions please feel free to contact either of us at the counseling center.

Sincerely,

Mr. Costa and Mr. Sorensen

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