

## Introduction

February 2011

Dear students:

It is that time of year to begin your course selection process for the 2011-2012 school year. Please keep in mind your educational and career goals as you select your classes. The choices you make now will have an impact on the remainder of your high school career and beyond.

Students must now plan to pursue the Indiana Academic Honors Diploma or the Core 40 Diploma. Requirements for each diploma are outlined on pages 3 and 4 of this course curriculum guide. The decision that you make regarding the type of diploma you receive will be important to the funding of your post secondary education or training. 21<sup>st</sup> century scholars must complete a minimum of a Core 40 diploma as well as meeting all other requirements to be considered for their full tuition scholarships. Students interested in attending Ben Davis during their junior and senior years must successfully complete as many courses as possible during their ninth and tenth grade years.

Achieving your goals requires careful planning on your part throughout your high school career. This course curriculum guide is designed to help you develop your four year career and revise it as needed. We encourage you and your parents to read and discuss this booklet and continue to use it as a resource in planning your high school courses.

We encourage and invite parents to become a part of their students' course selection process. Parent involvement is an integral part of a student's successful education experience. Parents are welcome to contact the Guidance office to schedule an appointment or to address and discuss concerns. We look forward to working with you to make your high school career at Monrovia High School an academically rewarding experience!

Sincerely,

Jacob Hagist  
Principal

Gretchen Knock  
Counselor A-L  
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# MONROVIA HIGH SCHOOL REGULAR DIPLOMA REQUIREMENTS

	*General High School Diploma
<b>English/Language Arts</b>	8 credits (English 9-12)
<b>Mathematics</b>	4-6 credits* 2 credits Algebra 2 credits in any math class
<b>Science</b>	4-6 credits* 2 credits Biology 2 credits in any science class
<b>Social Studies</b>	4 credits 2 credits U.S. History 1 credit U.S. Government 1 credit Economics
<b>Physical Education</b>	2 credits
<b>Health</b>	2 credits
<b>World Languages</b>	Encouraged
<b>Arts</b>	Encouraged
<b>Electives</b>	16 credits
<b>TOTAL</b>	<b>43 credits</b>

\*Students who receive a general high school diploma must obtain a minimum of 4 credits in both math and science; 3 additional credits must be earned in math and/or science.

## Four Year Plan For Regular Diploma

9 <sup>th</sup> Grade		10 <sup>th</sup> Grade	
Subject Area	Classes	Subject Area	Classes
Language Arts	Eng 9	Language Arts	Eng 10
Math	Alg I	Math	Geometry
Science	Earth Science	Science	Biology
PE	PE	Health	Health Educ
Elective*		Elective*	
Elective*		Elective*	
Elective*		Elective *	
11 <sup>th</sup> Grade		12 <sup>th</sup> Grade	
Subject Area	Classes	Subject Area	Classes
Language Arts	Eng 11	Language Arts	Eng 12
Math	} 3 additional credits in either math or science	Social Studies	Government & Economics
Science		Elective*	
Social Studies	US History	Elective*	
Elective*		Elective*	



Course and Credit Requirements	
<b>English/ Language Arts</b>	<b>8 credits</b>
	Including a balance literature, composition and speech.
<b>Mathematics</b>	<b>6 credits</b>
	2 credits: Algebra I 2 credits: Geometry 2 credits: Algebra II <i>Or complete Integrated Math series I, II, and III for 6 credits.</i> All students are required to take a math or physics course during their junior or senior year.
<b>Science</b>	<b>6 credits</b>
	2 credits: Biology I 2 credits: Chemistry I or Physics I or Integrated Chemistry-Physics 2 credits: any Core 40 science course
<b>Social Studies</b>	<b>6 credits</b>
	2 credits: U.S. History 1 credit: U.S. Government 1 credit: Economics 2 credits: World History/Civilization or Geography/History of the World
<b>Directed Electives</b>	<b>5 credits</b>
	World Languages Fine Arts Career/Technical
<b>Physical Education</b>	<b>2 credits</b>
<b>Health and Wellness</b>	<b>1 credit</b>
<b>Electives*</b>	<b>6 credits</b> (Career Academic Sequence Recommended)
<b>40 Total State Credits Required</b>	

Schools may have additional local graduation requirements that apply to all students

\* Specifies the number of electives required by the state. High school schedules provide time for many more electives during the high school years. All students are strongly encouraged to complete a Career Academic Sequences (selecting electives in a deliberate manner) to take full advantage of career exploration and preparation opportunities.

# CORE40

## with Academic Honors

(minimum 47 credits)

For the **Core 40 with Academic Honors** diploma, students must:

- Complete all requirements for Core 40.
- Earn 2 additional Core 40 math credits.
- Earn 6-8 Core 40 world language credits.
- Earn 2 Core 40 fine arts credits.
- Earn a grade of a “C” or better in courses that will count toward the diploma.
- Have a grade point average of a “B” or better.
- Complete **one** of the following:
  - **Complete AP courses (4 credits) and corresponding AP exams**
  - Complete IB (Higher Level) courses (4 credits) and corresponding IB exams
  - **Earn a combined score of 1200 or higher on the SAT critical reading and mathematics**
  - **Score a 26 or higher composite on the ACT**
  - Complete dual high school/college credit courses from the Core Transfer Library (6 transferable college credits)
  - Complete a combination of AP course (2 credits) and corresponding AP exams and dual high school/college credit course(s) from the Core Transfer Library (3 transferable college credits)

# CORE40

## with Technical Honors

(minimum 47 credits)

For the **Core 40 with Technical Honors** diploma, students must:

- Complete all requirements for Core 40.
- Complete a career-technical program (8 or more related credits)
- Earn a grade of “C” or better in courses that will count toward the diploma.
- Have a grade point average of a “B” or better.
- Complete **two** of the following, one must be A or B:
  - A. Score at or above the following levels on WorkKeys: Reading for Information - Level 6; Applied Mathematics - Level 6; Locating Information - Level 5
  - B. Complete dual high school/college credit courses in a technical area (6 college credits)
  - C. Complete a Professional Career Internship course or Cooperative Education course (2 credits)
  - D. Complete an industry-based work experience as part of two-year technical education program (minimum 140 hours)
  - E. Earn a state-approved, industry-recognized certification

## Four Year Plan For Academic Honors Diploma

<b>9<sup>th</sup> Grade</b>		<b>10<sup>th</sup> Grade</b>	
Subject Area	Classes	Subject Area	Classes
Language Arts	Eng 9 Honors	Language Arts	Eng 10 Honors
Math	Algebra I or Geometry	Math	Geometry or Algebra II
Science	Biology	Science	Earth Space Sci, or Chemistry
Foreign Language	Fren I, II or Span I, II	Foreign Language	Fren II, III or Span II, III
Social Studies	Wld History & Civil	Language Arts	
Fine Arts	Band, Chorus or Intro to 2 & 3 Dem Art	Elective *	
PE	PE	Elective*	

  

<b>11<sup>th</sup> Grade</b>		<b>12<sup>th</sup> Grade</b>	
Subject Area	Classes	Subject Area	Classes
Language Arts	Eng 11 Honors	Language Arts	Eng 12 Honors or AP English
Math	Alg II or PreCal	Math	Pre-Calc or AP Calc
Science	Chemistry, Physics or Biology II	Science	Physics, Biology II, or AP Physics
Social Studies	US History	Social Studies	Government & Economics
Foreign Language	Spanish III, IV, or French III, IV	Elective*	
Elective*		Elective*	
Elective*		Elective*	

By enrolling in any AP classes you agree and are required to take the 2<sup>nd</sup> semester portion of the class.

## Four Year Plan For Core 40 Diploma

<b>9<sup>th</sup> Grade</b>		<b>10<sup>th</sup> Grade</b>	
Subject Area	Classes	Subject Area	Classes
Language Arts	Eng 9	Language Arts	Eng 10
Math	Algebra I	Math	Geometry
Science	Biology or Earth/Space	Science	Earth/Space or Biology
PE	PE	Health	Health Educ
World Language	Fren I, II or Span I, II	World Language	Fren II, III or Span II, III
Social Studies	Wrld Hist & Civil	Elective*	
Elective*		Elective *	

  

<b>11<sup>th</sup> Grade</b>		<b>12<sup>th</sup> Grade</b>	
Subject Area	Classes	Subject Area	Classes
Language Arts	Eng 11	Language Arts	Eng 12
Math	Algebra II	Math	Pre-Calc or Elective*
Science	Chemistry or ICP	Social Studies	Government & Economics
Social Studies	US History	Elective*	
Elective*		Elective*	
Elective*		Elective*	
Elective*		Elective*	

# High School Course Selections

## ***Business Education***

### **Accounting I**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem

Accounting I is a beginning level business finance course that introduces principles and procedures for proprietorships, partnerships, and corporations using double-entry accounting with emphasis on accounting principles as they relate to manual financial systems. This course will involve analyzing and recording business transactions and preparing, analyzing, and interpreting financial reports as a basis for decision making. Instructional strategies may include the use of computers, projects, simulations, and real world experiences to apply accounting theories and principles.

### **Accounting II**

Grades: 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: Accounting I

Accounting II is an advanced level business finance course that will expand upon the principles and procedures learned in Accounting I. Emphasis will be placed on decisions made in the managerial accounting of corporations using more in-depth analysis of financial statements. Instructional strategies may include the use of computers, projects, simulations, and real world experiences to apply accounting theories and generate reports.

### **Economics**

Grades: 12  
Required: 1 Semester  
Credits: 1 credit/sem

Economics is a course that examines the allocation of scarce resources and economic reasoning used by people as consumers, producers, savers, investors, workers, voters, entrepreneurs, and as government agencies. Key elements include the study of scarcity, supply and demand, economic systems, types of businesses, career exploration and the job search process, consumerism, banking systems and services, investments, and taxes.

### **Computer Applications & Advanced Computer Applications (Full Year)**

Grades: 9-12  
Elective: 2 semester  
Credits: 1 credit/sem  
Prerequisite: Keyboarding skills of 35 wpm

Computer Applications is a business course designed to provide the student with instruction in computer hardware and software concepts including input and output devices, directory structure and management, operating systems, word processing, spreadsheets, database, graphics, and presentation software. The use of Microsoft Office Suite software provides current technological information. Additional concepts and applications dealing with desktop publishing, software integration and Internet will be included as well as information about future technology trends.

### **Student Publications-Yearbook**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: Computer Applications and Teacher recommendation

This course will culminate in publication of the school yearbook. Students will be selected for this course based on submitting an application, teacher recommendation, and other criteria. Students will work with digital cameras, flatbed scanners, and learn Adobe Pagemaker and Photoshop software. Advanced layout and design techniques will be employed as well as basic marketing and sales skills. A maximum of 20 students will be enrolled in this course.

### **Business Foundations**

Grades: 9-12  
Elective: 2 semesters  
Credits: 1 credit/sem

Business Foundations is the introductory business course that provides the framework for future business courses. This core course acquaints students with personal finance, communications, technology, management, marketing, law, economics, insurance, entrepreneurship, and business careers. The application and importance of business etiquette and ethics will be introduced. Operation of a non-profit business within the school will provide students with a hands-on approach of the facets of business ownership.

### **Personal Finance\* & Business Math**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem

Personal finance is a business course designed to develop the ability to solve real world problems. Areas of study include: statistics, taxation, payroll records, depreciation, budgeting, insurance, financial statements and credit. Students will use real-world applications, critical thinking, and problem solving.

*\*Personal Finance meets math requirements for a Basic diploma.*

## **Fine Arts (Art & Music)**

### **Intro to 2 and 3-Dimensional Art (1<sup>st</sup> year)**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Diploma: Core 40 & AHD

**This course is a beginning level art course. It is the prerequisite for all the remaining art courses.**

Students will engage in sequential learning experiences that encompass art history, art criticism, aesthetics, and production. Additionally, students will search for meaning, significance, and direction in two-dimensional and 3 dimensional art and artifacts. This will be accomplished through in-depth historical study, critically examining current works and trends, responding to their personal questions about the nature of art, and the production of works of art. Specific areas of study will include elements of principles of design, perspective drawing, painting and drawing in a variety of mediums, and paper stencil silk-screen printing.

After successful completion of this course, and the three-dimensional art course, a student may take as many art Courses a semester as their schedule will allow.

### **Advanced 2 Dimensional Art**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: Introduction to 2-Dimensional & 3-Dimensional Art  
Diploma: Core 40 & AHD

Students engage in sequential learning experiences that encompass art history, art criticism, aesthetics, and production and lead to portfolio quality works. Additionally, students will search for meaning, significance, and direction in their work. Through in-depth analysis of historical and contemporary art, critical examination of the relationship between context, form, function, and meaning, reflecting on the changing definitions of art, and apply media, techniques, and processes with sufficient skill to communicate intended meaning. This course will be offered for successive semesters.

### **Ceramics**

Grades: 10, 11, 12  
Elective: 2 semester  
Credits: 1 credit/sem  
Prerequisite: Introduction to 2 and 3 Dimensional Art  
Diploma: Core 40 & AHD

Students in Ceramics will engage in sequential learning experiences that encompass art history, art criticism, aesthetics, and production and lead to portfolio quality works. Additionally, students will search for meaning, significance, and direction in their work. Through in-depth analysis of historical and contemporary drawings, critical examination of the relationship between context, form, function, and meaning, reflecting on the changing definitions of art, and apply media, techniques, and processes with sufficient skill to communicate intended meaning. Specific areas of study will utilize the processes of hand building, wheel throwing, slip and glaze techniques, to create both functional and non-functional ceramic works. This course will be taught for successive semesters.

### **Advanced Chorus**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 cred/sem  
Diploma: Core 40 & AHD

Students taking Advanced Chorus develop musicianship and specific performance skills through ensemble and solo singing. Activities create the development of a quality repertoire in the diverse styles of choral literature appropriate in difficulty and range for the students. Instruction is designed to enable students to connect, examine, imagine, define, try, extend, refine, and integrate music study into other subject areas. Chorus classes provide instruction in creating, performing, conducting, listening to, and analyzing, in addition to focusing on the specific subject matter. Students will develop the ability to understand and convey the composer's intent in order to connect the performer with the audience.

Advanced Chorus's enrollment is based on successful audition and is a performance group. Out-of-school commitments are required. Group performs at school concerts, community activities, and various contests. Students are required to participate the entire school year.

Failure to attend performances will result in receiving a failing grade for that performance and possible removal from the class.

### **Advanced Concert Band**

Grades: 8, 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Cost Range: Students who play school owned instruments must pay a rental fee of \$35.00/ year, in addition to the class fee + \$300 for band camp  
Diploma: Core 40 & AHD

Advanced Concert Band provides students with a balanced comprehensive study of music through the concert band, which develops skills in the psychomotor, cognitive, and affective domains. Instruction is designed so that students are enabled to connect, examine, imagine, define, try, extend, refine, and integrate music study into other subject areas. Ensemble and solo activities are designed to develop elements of musicianship including, but not limited to (1) tone production, (2) technical skills, (3) intonation, (4) music reading skills, (5) listening skills, (6) analyzing music, and (7) studying historically significant styles of literature.

This experience allows them to represent the school and community. Evening practices, several performances at contests, football games and band camp are mandatory. Failure to attend performances will result in receiving a failing grade for that performance and possible removal from the class.

### **Vocal Jazz**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Diploma: Core 40 & AHD

Vocal Jazz provides students with opportunities to develop musicianship and specific performance skills through ensemble and solo singing. Activities create the development of quality repertoire in the diverse styles of choral literature which is appropriate in difficulty and range for the students. Instruction is designed to enable students to connect, examine, imagine, define, try, extend, refine, and integrate music study into other subject areas. Chorus provides instruction in creating, performing, conducting, listening to, and analyzing, in addition to focusing on the specific subject matter.

Students will develop the ability to understand and convey the composer's intent in order to connect the performer with the audience. **Vocal Jazz** is a performance group. Out-of-school commitments are required. Group performs at school concerts 3 or 4 times yearly. Chorus performs at I.S.S.M.A. contest.

Failure to attend performances will result in receiving a failing grade for that performance and possible removal from the class.

### **Jazz Ensemble**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: Currently enrolled in High School Band  
Diploma: Core 40 & AHD

Jazz Ensemble enrollment is based on teacher recommendation. Students learn basic theory, jazz history and styles and develop skills in melodic improvisation as a foundation for public performance. Students are required to perform in the pep band at home basketball games, at contests, and must be enrolled in the senior high band.

## World Language

### French I

Grades:	9, 10, 11, 12
Elective:	2 semesters
Credits:	1 credit/sem
Diploma:	Core 40 and AHD

French I enables students to discuss the many reasons for learning languages and to develop an understanding of the people who speak them. Students are able to apply effective strategies for language learning and show a willingness to experience various aspects of the cultures. The course provides students with opportunities to respond orally to directions and commands, understand and use appropriate forms of address, ask and answer simple questions, read isolated words and short texts on simple topics, understand brief written directions and write familiar works and phrases using the French language.

### French II

Grades:	9, 10, 11, 12
Elective:	2 semesters
Credits:	1 credit/sem
Prerequisite:	French I
Diploma:	Core 40 and AHD

French II enables students to participate in classroom and extracurricular activities related to the French language as well as to participate in conversations dealing with daily activities and personal interests. This course provides students with opportunities to expand on their previous study of the French language. Students will respond orally to ask questions regarding routine activities, participate in conversations, relate a simple experience, and understand main ideas and facts from simple texts, read aloud with appropriate intonation and pronunciation, and write briefly in response to a topic given. Students will also be familiar with major features of the French-speaking world.

### French III

Grades:	10, 11, 12
Elective:	2 semesters
Credits:	1 credit/sem
Prerequisite:	C or better in French II or written recommendation by teacher
Diploma:	Core 40 and AHD

French III enables students to understand and appreciate other cultures by comparing social behaviors and values of people using the French Language. Students are willing to initiate and participate in discussions concerning these cultures. This course provides students with opportunities to continue their previous study of the French language by focusing on reading authentic materials and literary selections for comprehension, writing summaries and brief compositions, and responding to factual and interpretive questions.

### French IV

Grades:	11, 12
Elective:	2 semesters
Credits:	1 credit/sem
Prerequisite:	C or better in French III or written recommendation by teacher
Diploma:	Core 40 and AHD

French IV enables students to participate in classroom activities related to the French language. This course provides students with the opportunities to respond to factual and interpretive questions, give presentations on cultural topics, paraphrase or restate what someone else has said, read for comprehension from longer authentic materials, write well-organized compositions on a given topic, and begin writing the French language creatively. Students will also learn about various art forms and literary works.

### French V

Grade:	12
Elective:	2 semesters
Credits:	1 credit/sem
Prerequisite:	C or better in French IV or recommendation by French teacher
Diploma:	Core 40 and AHD

French V enables students to participate in activities beyond the classroom, which could include the use of French in their career plan. This course provides students with the opportunities to initiate and participate in conversations on current or past events; develop and propose solutions to issues and

problems; demonstrate an understanding of the principal elements of nonfiction pieces; analyze authentic literary texts; create stories, plays and skits; and summarize the content of articles. Students will also gain a general knowledge of literary and artistic movements.

## **Spanish I**

Grade: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/per sem  
Diploma: Core 40 and AHD

Spanish I enables students to discuss the many reasons for learning languages and to develop an understanding of the people who speak them. Students are able to apply effective strategies for language learning and show a willingness to experience various aspects of the cultures. The course provides students with opportunities to respond orally to directions and commands, understand and use appropriate forms of address, ask and answer simple questions, read isolated words and short texts on simple topics, understand brief written directions, and write familiar words and phrases using the Spanish language.

## **Spanish II**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: Spanish I  
Diploma: Core 40 and AHD

Spanish II enables students to participate in classroom activities related to the Spanish language as well as to participate in conversations dealing with daily activities and personal interests. This course provides students with opportunities to expand on their previous study of the Spanish language. Students will respond orally to ask questions regarding routine activities, participate in conversations, relate a simple experience, understand main ideas and facts from simple texts, read aloud with appropriate intonation and pronunciation, and write briefly in response to a topic given. Students will also be familiar with major features of the Spanish-speaking world.

## **Spanish III**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: C or better in Spanish II or written recommendation by teacher.  
Diploma: Core 40 and AHD

Spanish III enables students to understand and appreciate other cultures by comparing social behaviors and values of people using the Spanish language. Students are willing to initiate and participate in discussions concerning these cultures. This course provides students with opportunities to continue their previous study of the Spanish language by focusing on reading authentic materials and literary selections for comprehension, writing summaries and brief compositions, and responding to factual and interpretive questions.

## **Spanish IV**

Grade: 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: C or better in Spanish III or written recommendation by teacher  
Diploma: Core 40 and AHD

Spanish IV enables students to participate in classroom activities related to the Spanish language. This course provides students with the opportunities to respond to factual and interpretive questions, give presentations on cultural topics, paraphrase or restate what someone else has said, read for comprehension from longer authentic materials, write well-organized compositions on a given topic, and begin writing the Spanish language creatively. Students will also learn about various art forms and literary works.

## **Spanish V**

Grade: 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: C or better in Spanish IV or written recommendation by Spanish teacher  
Diploma: Core 40 and AHD

Spanish V enables students to participate in activities beyond the classroom, which could include the use of Spanish in their career plan. This course provides students with the opportunities to initiate and participate in conversations on current or past events; develop and propose solutions to issues and problems; demonstrate an understanding of the principal elements of nonfiction pieces; analyze authentic literary texts; create stories, plays and skits; and summarize the content of articles. Students will also gain a general knowledge of literary and artistic movements.

# Health and Physical Education

## Secondary Physical Education I & II

Grades:	9 (Required for Graduation)
Required:	2 semesters
Credits:	1 credit/sem
Diploma:	Core 40 & AHD

Secondary Physical Education I emphasizes health-related fitness and developing skills and habits necessary for a lifetime of activity. This program includes the application of rules and strategies in the following: health-related fitness activities, cardio respiratory endurance, muscular strength and endurance, flexibility, and body composition, aerobic exercise, team sports, individual and dual sports, outdoor activities, gymnastics, and recreational games. Assessment includes both written and performance-based skill evaluations. This course counts towards athletic eligibility

Secondary Physical Education II emphasizes a personal commitment to lifetime activity and fitness for enjoyment, challenge, self-expression, and social interaction. This course provides students with opportunities to achieve and maintain a health-enhancing level of physical fitness and increase their knowledge of fitness concepts. It includes at least three different activities beyond those offered in Secondary P.E. I. Assessment includes both written and performance-based skill evaluations. This course counts towards athletic eligibility.

## Health Education

Grades:	10 (Required for Graduation)
Required:	2 semester
Credits:	1 credit/sem
Diploma:	Core 40 & AHD

High school health education provides the basis for continued methods of developing knowledge, concepts, skills, behaviors, and attitudes related to student health and well being. This course includes the major content areas as follows: Growth and Development; Mental and Emotional Health; Community and Environmental Health; Nutrition; Family Life Education; Consumer health; Personal Health; Intentional and Unintentional Injury; and Health Promotion and Disease Prevention. Students are provided with opportunities to explore the effect of health behaviors on an individual's quality of life. This course assists students in understanding that health is a lifetime commitment by analyzing individual risk factors and health decisions that promote health and prevent disease. Students are also encouraged to assume individual responsibility for becoming competent health consumers. A variety of instructional strategies are used to further develop health literacy. Substance Abuse will be taught for a 9 week period. This part of the course is a study in the use and abuse of natural and synthetic substances which can affect our bodies and their processes, our minds and nervous systems, and our behavior and feelings. This class will examine habits ranging from occasional use to addiction. It will also promote alternatives to Drug use by examining peer pressure situations, decision making, and when to seek help.

## ELECTIVE PE

Grades:	10, 11, 12 (No freshman)
Elective:	2 semesters
Credits:	1 credit/sem
Prerequisite:	"B" Average in Secondary PE to enroll or teacher recommendation

Weight training and conditioning consist of an introduction to the basic principles of conditioning and weight training. Emphasis is placed on muscular endurance, flexibility, strength, and cardio respiratory endurance. During the 2nd semester emphasis is placed on the four core lifts of: power cleans, parallel squats, bench press, and incline press. Students will experience the use of exercises to insure proper muscular balance and to aid in injury prevention.

# Industrial Technology

## Drafting I

Grades:	9, 10, 11, 12
Elective:	2 semesters
Credits:	1 credit/sem

Drafting I is designed to give each student a basic understanding of the language of industry. Students will learn how to read drawings as well as create simple three-view working drawings and create simple drawings on a Computer Aided Drafting System.  
*It is recommended that any student interested in Industrial Technology Course take Drafting I first.*

## Cabinet and Furniture MakingI

Grades:	9, 10, 11, 12
Elective:	2 semesters

Credits: 1 credit/sem  
Recommended: Drafting I

Woods I is designed to introduce the student to the woodworking industry. Study areas include planning, hand tools, finishing, power tools and shop safety.

### **Cabinet and Furniture MakingII**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisites: Woods I (*Encouraged to have Drafting I*)

Woods II is designed to give practical experience in all areas of woodworking. Drawings, designs, furniture refinishing, and building projects will be required of each student.

### **Welding Technology/Recreational and Portable Power Equipment**

Grades: 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem (Encouraged to have Drafting I)

**Welding** is designed to acquaint students with planning, hand tools, hot metalworking and matching aspects of the metal area. Student projects will be required. This course will be offered opposite Power Mechanics.

**Rec & Power** is designed to acquaint the student with the four-cycle engine. Students will study both the Briggs & Stratton and Tecumseh engines. This course will be offered opposite Metals.

### **Building Trades**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem

Construction Processes is designed to introduce the student to a variety of common household repairs. Students will get hands-on experience in areas such as plumbing, electrical wiring, plastering, and masonry.

## **Language Arts**

### **English 9 (Honors)**

Grade: 9  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Prerequisite: Keep or maintain a C+ average or have an English teacher recommendation  
Diploma: Core 40 & AHD

Reading classic literature to analyze the elements of structure and identify the author's purpose in different types of genre will be incorporated into this class. Students will also be expected to write for various audiences and purposes using the writing process as it applies to the paragraph and multi-paragraph style of writing. Students will be expected to further develop and use revising and editing skills. In oral communication students will be expected to use effective listening and speaking techniques to deliver a well researched and organized message. *A student that enrolls in English 9 Honors as a freshman will be on course to take AP English or English 12 Honors as a senior.*

### **English 9**

Grade: 9  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Diploma: Core 40 or AHD

This class will focus on literature designed to expose students to a variety of the classic literary genre. These will include the short story, non-fiction, poetry, the epic, and Shakespearean drama. Communication skills will concentrate on listening, speaking, reading, and writing for school and beyond. Emphasis will be placed on writing a well-developed, coherent, multi-paragraph essay

### **English 10 (Honors)**

Grade: 10  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Prerequisite: Keep or maintain a C+ average or have an English teacher recommendation. Must have computer and printer access. Must be able to come to success period a few times during the year for projects  
Diploma: Core 40 or AHD

Through the integrated study of language, literature, composition, and oral communication, English 10H students will further develop their use of language as a tool for learning and thinking and as a source of pleasure. English 10 Honors incorporates a survey of American Literature from different periods of time. English 10 Honors is designed to introduce college bound students to the skills necessary for successful academic writing. Emphasis will be upon reviewing and expanding skills necessary to prepare a course-required evaluative research paper and a literary term paper.

### **English 10**

Grade: 10  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Diploma: Core 40/AHD

English 10 reinforces and applies skills previously learned with and emphasis on literature and an increased focus on writing and comprehension strategies. Students will have a chance to further develop vocabulary while practicing to distinguish between different types of contents and purposes. Composition will provide opportunities to write for different purposes and audiences. Oral communication will be emphasized with the presentation of various types of speeches.

### **English 11 (Honors)**

Grade: 11  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Prerequisite: Meet and maintain a C+ average or have an English teacher recommendation. Must have Successfully completed Eng 10.  
Diploma: Core 40 or AHD

Through the integrated study of language, literature, composition, and oral communication, English 11H students will further develop their use of language as a tool for learning and thinking and as a source of pleasure. English 11 Honors incorporates a survey of British Literature from the Anglo-Saxon period through the 21<sup>st</sup> Century. English 11 Honors will reinforce the skills necessary for successful academic writing through on-going writing experiences in a variety of styles. Students will also be expected to complete four novel presentations during the course of the year. Oral communication will be incorporated through a variety of speeches.

### **English 11**

Grade: 11  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Diploma: Core 40

English 11 is designed to sharpen the student's thinking and writing skills. Students will use these skills as they prepare and present a debate, conduct research, and write a term paper. Students will also be provided an opportunity to understand themselves and American culture by exploring the people, the literature, and the philosophies of our American heritage through the writings of American authors.

### **English 12 (Honors)**

Grade: 12  
Credits: 1 credit/sem  
Semesters: 2 semesters  
Prerequisite: Keep or maintain a C+ average or have an English teacher recommendation and must have successfully completed Eng 11.  
Diploma: AHD

This course continues to refine students' abilities to learn and communicate about language and literature through World Literature. Students will practice explaining and defending their readings while learning to identify and communicate about the broad themes, trends, and cultural issues present.

The focus will be on the appropriate reading skills, generating critical responses to literature and further developing vocabulary. Composition will use all phases of the writing process to develop a well-articulated thesis and provide a structured, body. Grammar will be integrated into the study of writing and the use of a style manual. Oral communication will incorporate well-organized speeches that continue to emphasize structure of ideas, awareness of audience, and sensitivity to context. This course is designed to prepare students for the transition from high school to the college curriculum.

## English 12

Grade: 12  
Credits: 1 credit/sem  
Semesters: 2 semester  
Diploma: Core 40

This class is designed to reinforce all the skills needed to enter college or the world of work. The primary emphasis will be in writing including a 4-6 page extended research paper and in the development of speaking and listening skills. English 12 exposes students to various genres of British literature. Classic works from Beowulf and the Canterbury Tales to more modern day material will be covered. Students will also be expected to complete four novel presentations during the course of the year. Persuasive topics such as Mass Media and Advertising will also be covered.

## Additional Elective English Courses

### AP English

Grade: 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Diploma: Core 40 & AHD  
Prerequisite: Keep or maintain a C+ average or have an English teacher recommendation and must have successfully completed Eng 11. Must have computer and printer access on a daily basis.

AP English Literature and Composition is a rigorous college-level course. Students will read a wide variety of literature - novels, poems, plays, essays, and short stories-written by American, British, and world authors. Papers of various types-expository, creative, and critical analyses-will be written in conjunction with the reading assignments. Students will also be expected to learn college-level literary terminology, prepare and present oral interpretations, and teach assigned topics to their classmates. **By enrolling in any AP classes you agree and are required to take the 2<sup>nd</sup> semester portion of the class.**

### Cadet Teaching I (1<sup>st</sup> year) and Cadet Teaching II (2<sup>nd</sup> Year)

Grades: 11, 12  
Elective: 2 semesters  
Credits: 1 credit/semester (subject to state approval)  
Requirements: Admission by interview

Students who enroll in cadet teaching will have an opportunity to work with elementary teachers and classes. Students would read to students, assist students in problem solving, prepare bulletin boards, help monitor tests, and tutor students. The experience would be one to three days per week with directed class work the other days in a regular class setting. This is an excellent chance for those who are interested in a teaching career to get some early hands on experience.

Class will be scheduled at end of day to accommodate students staying for end of elementary day. Second year will include more hands on with unit assembly, presentations, and grading opportunities.

## Mathematics

### Pre-Algebra

Grades: 9-12  
Credits: 1 credit/sem  
Diploma: Regular

Pre-Algebra provides students with the opportunity to review the number system, basic computation, proportions, algebraic properties, probability, and problem solving. Emphasis in this class is placed on concepts and skills needed for Algebra I. Students write and solve linear equations and inequalities, including solving pairs of linear equations by the substitution and elimination method. They further extend their understanding of the relationship

between equations and graphs by connecting slopes to rates of change and by drawing graphs. Formulas of perimeter, area, and volume are explored. Operations with polynomials are also included.

## **Algebra I**

Grades: 9, 10, 11, 12  
Required: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: B or better in Pre-Algebra is recommended.  
Diploma: Core 40 & AHD-Must pass ECA(End of Course Assessment) to meet graduation requirements and move on to Geometry.

Algebra I provides a formal development of the algebraic skills and concepts necessary for students who will take other advanced college-preparatory courses. Algebraic skills are used in a wide range of problem solving situations and the concept of function is emphasized throughout the course. Topics include: properties of real numbers, solution sets, basic operations with polynomials, solving quadratic equations and systems, use of exponents, introductory topics from statistics and probability, graphing linear equations and systems, spatial drawings, and calculation of area, volume and perimeter of geometric figures.

## **Geometry**

Grades: 9, 10, 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisites: Algebra I  
Diploma: Core 40 and AHD

Geometry provides students with experiences that deepen the understanding of shapes and their properties. Deductive and inductive reasoning as well as investigative strategies in drawing conclusions are stressed. Properties and relationships of geometric figures includes the study of angles, lines, planes, congruent and similar triangles, quadrilaterals, trigonometric ratios, polygons, and circles and spatial drawings. An understanding of proof and logic is developed.

## **Algebra II**

Grades: 10, 11, 12  
Required: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: B or better in Algebra I and Geometry.  
Diploma: Core 40 & AHD

Algebra II expands on the topics in Algebra I and provides further development of the concept of function. Topics include: the theorems and algorithms of algebra, polynomials and polynomial functions, rational exponents, the complex numbers, sequences, and series. The properties and graphs of cubic sections, permutations and combinations, matrices, and exponential and logarithmic functions.

## **Pre-Calculus/Trigonometry**

Grades: 11, 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: B or better in Algebra II.  
Diploma: AHD

Pre-Calculus blends together the concepts and skills that must be mastered prior to enrollment in a college-level calculus course. A functional approach provides for the integration of all the concepts. Trigonometric relationships are developed from an understanding of the circular functions and their properties and graphs. Inverse trig functions, trig equations and identities, the Law of Sines and the Law of Cosines, applications of the trig functions, polar coordinates, and graphs of linear, quadratic, and parametric equations, translation of axes, and locus and vectors are covered. This course also includes the theory of equations, exponential and logarithmic functions, matrices, and determinants.

**Each student enrolled in this class is required to furnish his or her own graphing calculator.**

## **AP Calculus (AB)**

Grade: 12  
Elective: 2 semesters  
Credits: 1 credit/sem  
Prerequisite: B or better in Pre-Calculus or permission of instructor  
Diploma: AHD

AP Calculus (AB) provides students with the content that has been established by the College Board Entrance Exams. Topics covered are as follows: limits, continuity, derivatives, definite integrals, and techniques of integration involving rational, trigonometric, logarithmic, and exponential functions. This course includes applications of the derivative, the integral, and the theory of calculus. The use of graphing technology is required.

**By enrolling in any AP classes you agree and are required to take the 2<sup>nd</sup> semester portion of the class.**

Each student enrolled in this class is required to furnish his or her own graphing calculator

## Math Lab

Grades: 9-12

Elective: 2 Semesters

Credits: 0

Prerequisite: Currently enrolled in Geometry, Algebra II, Pre-Calculus, or Calculus (**NO PRE-ALGEBRA OR ALGEBRA 1**)

Math Lab is an opportunity for students to get additional help on their math assignment from a math teacher. Students in this class are expected to work on math the entire period and will be assigned extra problems as needed.

## Science

### Biology I

Grades: 9, 10, 11, 12

Required: 2 semesters

Credits: 1 credit/sem

Biology I introduces students to the various aspects of the biological sciences. This course is required for graduation and as such, students should be prepared to meet the objectives of the course with a passing grade. Biology I provides, through regular laboratory and field investigations, a study of the structures and functions of living organisms and their interactions with their environment. At a minimum, this study explores the functions and processes of cells, tissues, organs, and systems within various species of living organisms and the roles and interdependencies of organisms within populations, communities, ecosystems, and the biosphere. Students have opportunities to: (1) gain an understanding of the history of the development of biological knowledge, (2) explore the uses of biology in various careers, and (3) cope with biological questions and problems related to personal needs and social issues.

### Biology II (A&P)

Grades: 11, 12

Elective: 2 semesters

Credits: 1 credit/sem

Prerequisite: Must have successfully completed Biology and Chemistry with a C or better.

Diploma: Core 40 & AHD

Biology II provides for the in-depth investigation of one or more specialized biological disciplines, such as comparative anatomy, human physiology, zoology, or alternatively for an in-depth study of the application of biological concepts and principles to specific environmental and health issues. Appropriate laboratory techniques for investigating the function of living cells, organ, and organ systems are utilized.

### Chemistry I (College Prep)

Grades: 10, 11, 12

Elective: 2 semesters

Credits: 1 credit/sem

Prerequisite: C ≥ in Algebra II or currently enrolled in Alg II (C or better in ALg I & Geometry)

Diploma: AHD

Chemistry I, provides for extended laboratory and literature investigations of the chemical reactions of matter in living and nonliving materials. This course stresses the unifying themes of chemistry, the development of physical and mathematical models of matter and its interactions, and the methods of scientific inquiry.

### Earth/Space Science

Grade: 9, 10, 11, 12

Elective: 2 semesters

Credit: 1 credit/sem

Diploma: Core 40 & AHD

Earth/Space Science provides students with the opportunity to explore the four branches of Earth and Space Sciences (Meteorology, Geology, Astronomy, and Oceanography). Students will use laboratories, group projects, lectures, and individual work to gain knowledge on and promote the understanding of the everyday uses of earth and spaces sciences.

## **Integrated Chemistry-Physics**

Grade: 10,11,12

Credit: 1 credit per semester- 2 semester course

Diploma: Core 40

Prerequisite: Algebra I (may be taken concurrently with this course)

Integrated Chemistry-Physics is a laboratory-based course in which students explore fundamental chemistry and physics principles. Students enrolled in this course examine, through the process of scientific inquiry, the structure and properties of matter, chemical reactions, forces, motion, and the interactions between energy and matter. Working in a laboratory environment, students investigate the basics of chemistry and physics in solving real-world problems that may have personal or social consequences beyond the classroom.

## **Physics**

Grades: 11, 12

Elective: 2 semesters

Credits: 1 credit/sem

Prerequisite: Algebra II at B grade level or better and currently enrolled in Pre-Calculus

Diploma: Core 40 & AHD

Physics is the study of matter and energy and their interactions. It provides a systematic understanding of the fundamental laws that govern physical, chemical, and biological processes. This physics course is designed to: instruct students in foundational physics concepts, prepares students to exist in an increasingly technological society, develop the students' analytical, problem solving, and laboratory skills and integrate math, science, and technology.

## **AP Physics**

Grade: 12

Elective: 2 semesters

Credits: 1 credit/sem

Prerequisites: B or better in Physics-currently enrolled in Calculus

Diploma: Core 40 & AHD

This course provides an introduction to both classical and modern physics. AP Physics will prepare students for the AP Physics B exam. This non-calculus, college-level physics course will cover Newtonian mechanics, electricity, and magnetism, fluid mechanics and thermal physics, waves, and optics, and atomic and nuclear physics. The course focuses on developing a conceptual understanding of physics and problem-solving abilities using algebra and trigonometry. **By enrolling in any AP classes you agree and are required to take the 2<sup>nd</sup> semester portion of the class.**

## **Social Studies**

### **United States History**

Grade: 11

Required: 2 semesters

Credits: 1 credit/sem

Diploma: Core 40/AHD

United States History is designed to give students an appreciation of their country through an in-depth study of the United States from its beginning to the present time. Case studies and simulations are used.

### **United States Government**

Grade: 12

Required: 1 semester

Credits: 1 credit/sem

Diploma: Core 40/AHD

This course includes the foundation of American Government. Students study the rights and responsibilities of free people, national government, political parties, elections, and personalities involved in current affairs.

### **World History and Civilization**

Grades: 9, 10, 11, 12  
Elective: 2 semester  
Credits: 1 credit/sem  
Diploma: Core 40/AHD

World History and Civilization emphasizes events and developments in the past that greatly affected large numbers of people across broad areas of the earth and that significantly influenced peoples and places in subsequent eras. Some key events and developments pertain primarily to particular people and place; others, by contrast, involve transcultural interactions and exchanges between various peoples and places in different parts of the world.

### **AP United States History**

Grades: 11, 12  
Elective: 2 credits  
Credits: 1 credit/sem  
Diploma: Core 40 & AHD

Advanced Placement United States History covers these courses: (1) follows the college Board Entrance Examination guidelines for advance placement United States History, (2) any social studies course offered for credit by an accredited postsecondary institution through adjunct agreement with a secondary school, or (3) any other post secondary social studies course offered for dual credit under the provisions of 511 IAC 22-10.1-22-1-2.6.

Advance Placement United States History course is offered to junior and senior students that are A and B students and preferably in honor classes. If the class is taken during the junior year it takes the place of regular United States History credits if completed successfully. **By enrolling in any AP classes you agree and are required to take the 2<sup>nd</sup> semester portion of the class.**

### **Psychology**

Grades: 10,11,12  
Elective: 1 credit  
Credits: 1 credit/sem  
Diploma: Core 40 & AHD

Psychology is the scientific study of mental processes and behavior. The course is divided into six content areas and uses the scientific methods to explore research methods and ethical consideration. Developmental psychology takes a life span approach to physical, cognitive, language, emotional, social, and moral development. Cognitive aspects of the course focus on learning, memory, information processing, and language. Personality, Assessment, and Mental Health topics include psychological disorders, treatment, personality, and assessment. Sociocultural dimensions of behavior deal with topics such as conformity, obedience, perceptions, attitudes, and influence of the group on the individual. The Biological Basis focuses on the way the brain and nervous system function, including sensation, perception, motivation, and emotion.

### **Sociology**

Grades: 10,11,12  
Elective: 1 credit  
Credits: 1 credit/sem  
Diploma: Core 40 & AHD

Sociology allows students to study human social behavior from a group perspective. The sociological perspective is a method of studying recurring patterns in people's attitudes and actions and how these patterns vary across time, cultures, and in social settings and groups. Students will describe the development of sociology as a social science and identify methods of research. Through research methods such as scientific inquiry students will examine society, group behavior, and social structures. The influence of culture on group behavior is addressed through institutions such as the family, religion, education, economics, community organizations, government, and political and social groups. The impact of social groups and institutions on group and individual behavior and the changing nature of society will be examined. Influences on group behavior and social problems are included in the course. Students will also analyze the role of individuals in the community and social problems in today's world.

**2011-2012**

# **Area 31 Career Programs**

Career & Technical Education

**Business &  
Information**

**Communications**

**Construction,  
Engineering &**

**Business Co-op  
Business Technology Lab  
CISCO Networking Academy  
Computer Repair & Networking  
Interactive Media  
Marketing Co-op  
Web Page Design**

**Radio Broadcasting  
TV Broadcasting  
Printing**

**Advanced Manufacturing  
Building Trades  
Electronics  
Engineering  
Heating & Air  
Landscape Management  
Machine Tool Technology  
Welding (Manufact. Processes)**



**Advanced CTE  
Cadet Teaching Co-op  
Early Childhood Education  
Pre Occupations**



**Cosmetology  
Culinary Arts  
Dental Assisting  
Health Occupations  
Emergency Medical Services  
Medical Assisting  
Pharmacy Tech**



**Fire Science Academy  
Law Enforcement**



**Aerospace Engineering  
Automotive Service  
Aviation Flight  
Aviation Management  
Aviation Maintenance  
Collision Repair  
Tractor Trailer Driving**

***FYI-There will be a transportation fee for those students that ride the bus.***

## **AREA 31 CAREER PROGRAMS**

### **2011-2012**

*Area 31 Career Programs prepare students for careers and/or for further study at a post-secondary institution after completion of high school. Most of the programs are offered at the Career Center at Ben Davis High School. Opportunities exist for students of all abilities in a variety of programs. Local employers provide curriculum direction and employment, including co-op experiences. Many career and technical education programs enable a student to receive college credit while in high school.*

*Each of the courses offered meet a course requirement for all of the following:*

- *Core 40 Diploma*
- *Academic Honors Diploma*
- *Core 40 with Technical Honors Diploma*
- *Diploma Elective (general)*
- *Directed Elective*
- *Career Academic Sequence*
- *Career Technical Program*
- *Flex Credit*

*NOTE: Before enrolling in any Career and Technical Education program, the student must secure an enrollment information sheet from a counselor, fill it out and return it to a counselor.*

Course offerings include:

- Advanced CTE (college credit available)
- Advanced Manufacturing (college credit available)
- Aerospace Engineering (college credit available)
- Automotive Service Technology (college credit available)
- Aviation Flight Technology (college credit available)
- Aviation Management Technology (college credit available)
- Aviation Maintenance Technology (college credit available)
- Building Trades (college credit available)
- Business Co-Op
- Business Technology Lab (college credit available)
- Cadet Teaching Co-Op Experience
- Cisco Networking Academy (college credit available)
- Collision Repair Technology (college credit available)
- Computer Repair and Network Administration (college credit available)
- Cosmetology (college credit available)
- Culinary Arts
- Dental Assisting (college credit available)
- Early Childhood Education (college credit available)
- Electronics (college credit available)
- Emergency Medical Services (college credit available)
- Engineering (Project Lead the Way) (college credit available)
- Fire Science Academy (college credit available)
- Health Occupations (college credit available)
- Heating and Air Conditioning (HVACR) (college credit available)
- Information Technology: Interactive Media
- Information Technology: (Web Page Design) (college credit available)
- Landscape Management (college credit available)
- Law Enforcement (college credit available)
- Machine Tool Technology (college credit available)
- Marketing Field Experience (Co-op)
- Medical Assisting (college credit available)
- Pharmacy Tech (college credit available)
- Pre-Occupations
- Printing (college credit available)

- Radio Broadcasting (college credit available)
- TV Broadcasting (college credit available)
- Tractor Trailer Driver Training (college credit available)
- Welding (Manufacturing Processes)

The following dual credit course offerings are available during the 2011-12 school year for dual credit. Indiana college credit is generally transferable from one Indiana educational institution to another; however, students and parents should research the transfer themselves just to be sure. One educational institution cannot make a transfer call for another. Students and parents should contact an advisor at the institution where they want to attend and ask if the credit being offered will count toward the degree of their choice.

College Course #	College Course Title	College Credits	Cost of Credit To Student	Postsecondary Institution	High School Program
ME 295	Intro to Adv. Manufacturing	3	free	IUPUI	Advanced Career & Technical Education
ADMF 101	Principles of Adv Mfg	3	free	Ivy Tech	Advanced Manufacturing
ADMF 102	Technology in Adv Mfg	3	free	I	
AUTC 105	Powertrain Service	3	free	Ivy Tech	Auto Service Technology
AUTC 127	Engine Repair	3	free	Ivy Tech	
AUTC 109	Engine Performance	3	free	Ivy Tech	
AU 126	Suspension & Steering	6	free	U of NW Ohio	
AU 127	Hydraulic Brake System	6	free	U of NW Ohio	
AFLT 110	Flight Maneuvers	2	free	Vincennes University	Aviation Flight Technology
AFLT 160	Power Plant	2	free		
AFLT 100	Primary Ground School	5	free		
AMNT 100	Intro to Aviation	2	free	Vincennes University	Aviation Management Technology
AFLT 258	Air Transportation	3	free		
AFLT 190	Aircraft Propulsion & System	4	free	Vincennes University	Aerospace Engineering Technician
AMNT 103	Aircraft Science	3	free		
AMNT 102	Aviation Maintenance	4	free	Vincennes University	Aviation Maintenance Technology
AMNT 104	Intro to Electricity	4	free		
AMNT 106	Materials, Process, Welding	4	free		
AMNT 164	Aircraft Systems	4	free		
BCOT 104	Floor & Wall Layout	3	free		
BCOT 105	Roof Construction	3	free		
BCOT 114	Exterior Trim	3	free		
CONT 101	Intro to Construction	3	free		
CONT 102	Construction Materials & Spec	3	free		
COMP 110	Intro to Computer Concepts	3	\$75	Vincennes University	Business Tech Lab
BODY 100	Body Repair I	5	free	Vincennes University	Collision Repair
BODY 100L	Body Repair I Lab	3	free		
AUTO 105	Transportation Fundamentals	2	free		
ECET 299	Special Projects	2	free	IUPUI	Computer Repair
ECET 234	PC Systems I	1	free		
CPNS 101	LAN Basics & OSI Model	3	free	Vincennes University	CISCO Academy
CPNS 102	WAN Basic & Routers	3	free		
COSM 100	Cosmetology I (375 hours)	7	free	P J's College of Cosmetology	Cosmetology
COSM 150	Cosmetology II (750 hours)	7	free		
COSM 200	Cosmetology III (1125 hours)	7	free		
COSM 250	Cosmetology IV (1500)	9	free		
HOSP 100	Intro to Culinary	1	TBA	TBA	Culinary Arts
HOSP 101	Sanitation and First Aid	2	TBA	TBA	
HOSP 102	Basic Food Theory & Skills	3	TBA	TBA	
DAKL 151	Found Skills for Dental Assist	6	free	Kaplan College	Dental Assisting
DAW 151	Tech & Term. for Dental	6	free		
DAY 151	Diagnostic Assisting	5	free		
DAG 151	Patient Interaction	6.5	free		
ECED 101	Health, Safety, Nutrition	3	free	Ivy Tech	Early Childhood Education
ECED 100	Intro to Early Childhood Ed	3	free		
ECED 103	Curriculum in Classroom	3	free		
ECED 105	CDA Process	3	free		

College Course #	College Course Title	College Credits	Cost of Credit To Student	Postsecondary Institution	High School Program
EECT 101	Intro to Electronics	3	free	Ivy Tech	Electronics
EECT 112	Digital Principles	3	free	Ivy Tech	
ECET 109	Digital Fundamentals	3	free	IUPUI	
ELEC 130	Digital Logic I	3	free	Vincennes University	
ELEC 110	Basic Component & Circuit	6	free	Vincennes University	
EMTB 212	Emergency Med. Tech Basic	6	free	Vincennes University	Emergency Medical Services
PARM 102	Emergency Med. Tech Basic	7.5	free	Ivy Tech	
IT 105	Intro to Engineering Design	3	free	Purdue	Engineering
IT 107	Principles of Engineering	3	free	Purdue	
IT 190	Civil Engineer & Architecture	3	free	Purdue	
CNT 100	Construction Tech	3	free	IUPUI	
CGT 110	Tech, Graphic Communication	3	free	IUPUI	
CNT 105	Intro Construction Tech	3	free	IUPUI	
DESN 102	Technical Graphics	3	free	Ivy Tech	
DESN 105	Architectural Design I	3	free	Ivy Tech	
FIRE 100	Firefighter I & II	6	free	Vincennes University	
FIRE 204	Haz Mat I (awareness & op)	2	free		
FIRE 204L	Haz Mat I (Lab)	1	free		
EMTB212	Emergency Med Tech Basic	6	free		
HLHS 101	Medical Terminology	3	free	Ivy Tech	Health Occupations
HLHS 107	CNA Preparation	5	free		
HLHS 100	Intro to Health Careers	3	free		
HV 101	Service & Procedures	6	free	U of NW Ohio	Heating & Air
TBA	TBA	TBA	TBA	Vincennes University	Interactive Media
COMP 107	Web Page Design	3	\$75	Vincennes University	Web Page Design
COMP 113	Adv. Web Page Design	3	\$75		
CWEB 151	Intro Web Graphics & Tools	3	\$75		
HORT 105	Intro Landscape Horticulture	3	free	Vincennes University	Landscape Mgmt
AGBS 101	Agribusiness Industries	3	free		
LAWE 100	Survey of Criminal Justice	3	free	Vincennes University	Law Enforcement
LAWE 225	Intro to Forensic Science	3	free		
LAWE 160	Criminal Investigation	3	free		
LAWE 106	Intro to Traffic Control	3	free		
MTTD 135	Manufacturing Processes	3	free	Vincennes University	Machine Tool Technology
MTTD 140	Basic Machining I	3	free		
MTTD 141	Basic Machining II	3	free		
MTTD 142	Basic Machining III	3	free		
AHK 102	Allied Health Industry Fund	6	free	Kaplan College	Medical Assisting
AH2 102	Allied Health Careers & Com.	6	free		
MAB 150	Medical Fron Office	5.5	free		
TBA	TBA	TBA	TBA	Vincennes University	Pharmacy Tech
DESN 155	Computer Page Layout	3	\$75	Vincennes University	Printing
MCOM 102	Audio/Visual Production	3	free	Vincennes University	Radio Broadcasting
BCST 120	Beg Radio Production	3	free		
TDT 100	Commercial Vehicle Op	3	free	Vincennes University	Tractor Trailer Driving
TDT 125	Preventive Maintenance	3	free		
TDT 150	Basic Control Skills	5	free		
TDT 175	Road Driving	10	free		
MCOM 102	Audio/Visual Production	3	free	Vincennes University	TV Broadcasting
BCST 140	Beginning TV Production	3	free		

Course Title: **ADVANCED CAREER & TECHNICAL EDUCATION**

No. Credits: **2/Semester**

Semester Offered: **2-Semester Program**

Prerequisite: **CTE teacher recommendation**

**CTE counselor recommendation**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*NOTE: Three IUPUI college credits will be available for this program*

*This course title is used for career and technical education (CTE) students who want to pursue a college level CTE course while in high school. The college credit course should be a part of the student's career pathway plans and the student must get approval from their CTE teacher and CTE counselor before enrolling in the college level course if it is to be counted for this high school credit course. This CTE college credit course may also be used to fulfill the "6 college credits" required in the Core 40 with Technical Honors Diploma. The college level course may be taken on campus or online. A CTE teacher will be assigned to monitor the student's progress in the college level course.*

*IUPUI credit can be earned for the following course:*

ME 295 Intro to Advanced Manufacturing 3 credits

Course Title: **ADVANCED MANUFACTURING**

No. Credits: **1/Semester (1 Period)**

Semester Offered: **2-Semester Program**

Prerequisite: **At least 1 PLTW course with PLTW teacher recommendation**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

**NOTE:** Six Ivy Tech college credits will be available for this program.

*The Advanced Manufacturing course is based on the techniques and interrelationships found in high performance manufacturing and production. Instruction will focus on the critical actions, knowledge, systems, and processes necessary to participate in an advanced manufacturing enterprise. Activities will focus on advanced manufacturing processes and production, quality and continuous improvement practices, maintenance awareness, and safety. Students will develop high performance skills through demonstrations, lectures, self-paced studies, labs, computer simulations, technical presentations, critical thinking, problem solving, and individual and group activities in order to demonstrate the core set of skills and knowledge necessary to prepare for sustained careers in the high performance manufacturing environment.*

*This course will utilize modules from the Manufacturing Skills Standards Council's (MSSC) training, assessment and certification system. The modular curriculum covers (1) safety, (2) quality practices and measurement, (3) manufacturing processes and production, and (4) maintenance awareness. The instruction will include both online and teacher-led. Students will have an opportunity to participate in the MSSC assessments at the end of the course.*

*Ivy Tech credit can be earned for the following courses:*

ADMF 101 Principles of Adv. Mfg. 3 credits

ADMF 102 Technology in Adv. Mfg. 3 credits

Course Title: **AUTOMOTIVE SERVICE TECHNOLOGY**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

**NOTE:** Nine Ivy Tech credits and twelve University of Northwestern Ohio credits are available for this program.

### **Course Description:**

Instruction is divided into eight specialty areas of training to coincide with the National Institute for Automotive Service Excellence (ASE) training areas: (1) automatic transmission/transaxle, (2) brakes, (3) electrical systems, (4) engine performance, (5) engine repair, (6) heating and air conditioning, (7) manual drive train and axles, and (8) suspension and steering. The goal is to prepare students for entry-level jobs in as many areas as possible.

Second year seniors may take part in a cooperative work experience second semester with acceptable teacher recommendation, attendance, and grades. Students must provide their own transportation.

*Ivy Tech credit can be earned for the following courses:*

AUTC 109 Engine Performance 3 credits

AUTC 105 Powertrain Service 3 credits

AUTC 127 Engine Repair 3 credits

University of Northwestern Ohio credit can be earned for the following courses:

AU 126	Suspension & Steering	6 credits
AU 127	Hydraulic Brake system	6 credits

Course Title: **AVIATION FLIGHT TECHNOLOGY**

No. Credits: **1 per Semester (1 period)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

Note: Nine Vincennes University credits are available for this program.

**Course Description:**

The first hour of this program is offered as a beginning step for those students who want to obtain a pilot's license. Aviation Flight Technology is provided by Vincennes University at the Career Center. The program is two semesters in length and meets Monday through Friday during the first class period. Students can earn a total of 9 college credits for the year after meeting university and F.A.A. standards.

Credit may be earned for the following courses during the first hour:

<i>Sem. 1</i>	<i>AFLT 110 Ground Instruction on Flight Maneuvers</i>	<i>2 VU credits</i>
<i>Sem. 1</i>	<i>AFLT 160 Power Plant Lecture</i>	<i>2 VU credits</i>
<i>Sem. 2</i>	<i>AFLT 100 Primary Ground School</i>	<i>5 VU credits</i>

The first semester curriculum consists of theory of aerodynamics, aircraft performance specifications, weight and balance, Airman's Information Manual, explanation of theory and proper execution of ground and flight maneuvers required for primary flight, complete study of piston type aircraft engines, accessories and propellers. Fuel and lubricants are discussed as they pertain to proper use by pilots.

The second semester curriculum prepares students for the Federal Aviation Agency written examination and covers navigation, meteorology, radio, communications, and Federal Air Regulations.

Course Title: **AVIATION MANAGEMENT TECHNOLOGY**

No. Credits: **1 per Semester (1 period)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

Note: Five Vincennes University credits are available for this program.

**Course Description:**

The second hour of the aviation flight program is offered for those students who want to receive instruction in Aviation Management from Purdue University at the Career Center. The program provides initial education required for a career and degree in Airport Management, Airline Management and Air Traffic Control. The program is two semesters in length and meets Monday through Friday during the second class period. Students can earn a total of 6 college credits for the year after meeting university standards.

Vincennes University credit may be earned for the following courses during the second hour:

<i>AMNT 100</i>	<i>Intro to Aviation Technology</i>	<i>2 credits</i>
<i>AFLT 258</i>	<i>Air Transportation</i>	<i>3 credits</i>

The first semester curriculum consists of an overview of the aviation industry and associated careers, aviation safety practices, aviation regulations and the regulatory process, federal regulatory systems and associated publications, aircraft nomenclature, theory of flight, fundamentals of the aviation industry and weight and balance procedures.

The second semester curriculum includes a study of the subject areas and information needed to operate as a private pilot in the aviation environment, theory of operation, design and construction of modern aircraft propulsion systems including fuel, electrical, ignition, instrument and control systems for both reciprocating and gas turbine powerplants.

Course Title: **AVIATION MAINTENANCE TECHNOLOGY**

No. Credits: **3/Semester (190 Minutes Daily)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

Note: Sixteen Vincennes University credits are available for this program.

**Course Description:**

Aviation Maintenance Technology is provided by Vincennes University at the Aviation Technology Center at Indianapolis International Airport. The program is two semesters in length and meets Monday through Friday from 2:00 p.m. to 5:10 p.m. Students earn a total of 16 college credits for the year after meeting university and F.A.A. standards.

Credit can be earned for the following courses:

*Sem. 1 AMNT 102 General Aviation Maintenance 4 credits*

*Sem. 1 AMNT 104 Introduction to Electricity 4 credits*

**Sem. 2 AMNT 106 Materials, Process, and Welding 4 credits**

*Sem. 2 AMNT 164 Aircraft Systems 4 credits*

The first semester curriculum consists of aircraft servicing and operations and general electricity. The second semester consists of publications, instrumentation and fire protection, cabin atmosphere, fuel systems and welding. Students will be in lecture 50% of the time.

Excellent attendance is essential and required by the F.A.A. All missed instructional time must be made up. Students must have excellent attendance to continue in the program second semester.

Students must purchase some basic hand tools and materials for the program (approximately \$500.00). The instructor will furnish a list of tools and materials the first day of school.

Course Title: **AEROSPACE ENGINEERING TECHNOLOGY**

No. Credits: **1 per semester (1 period)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

NOTE: Seven Vincennes University credits are available for this program.

*The third hour of the aviation program, Aerospace Engineering Technology, will provide students with experiences in designing, developing, and evaluating aircraft, space vehicles and their operating systems. The course includes an emphasis on investigation and research on flight characteristics and analysis of aerodynamic design. Classroom instruction will provide an opportunity for creative thinking and problem-solving activities to design, test, and evaluate a variety of air and space vehicles, their systems, and launching, guidance and control procedures. Emphasis is placed on applying mathematical, scientific, and engineering principles.*

*Vincennes University credit can be earned for the following*

*AFLT 190 Aircraft Propulsion & Systems 4 credits*

*AMNT 103 Aircraft Science 3 credits*

Course Title: **BUILDING TRADES**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

Note: Fifteen Ivy Tech - Richmond – Community College credits are available for this program.

**Course Description:**

Building Trades is for those students interested in a career in the construction industry. Jobs in carpentry, masonry, electrical, plumbing, concrete, painting, roofing, and drywall are some areas of instruction covered.

Emphasis is placed on instruction and practice, with about two-thirds of the time working on the job. The class builds a house each year. Students are required to furnish their own coveralls and safety hats. At the beginning of school, teachers will provide students with a list of hand tools needed for class.

Second year seniors may take part in a cooperative work experience second semester with acceptable teacher recommendation, attendance, and grades. Students must provide their own transportation.

Credits from Ivy Tech Community College (Richmond Campus) can be earned for the following courses:

<i>BCOT 104</i>	<i>Floor &amp; Wall Layout</i>	<i>3 credits</i>
<i>BCOT 105</i>	<i>Roof Construction</i>	<i>3 credits</i>
<i>BCOT 114</i>	<i>Exterior Trim</i>	<i>3 credits</i>
<i>CONT 101</i>	<i>Intro to Construction</i>	<i>3 credits</i>
<i>CONT 102</i>	<i>Construction Materials &amp; Spec</i>	<i>3 credits</i>

*Course Title: BUSINESS CO-OP*

*No. Credits: Up to 3/Semester*

*Semester Offered: 2-Semester program*

*Prerequisite: Two Semesters of Business, Return Enrollment Information Sheet to Counselor*

*Grade Levels Eligible: 12*

*Diploma: Core 40 and AHD Elective Course*

IMPORTANT: Students must be concurrently enrolled in a business class each semester they are enrolled in co-op. Students are required to take this course for a full year. Students must obtain an enrollment information sheet from their counselor, and then be approved for the program by the business department chairperson.

***Course Description:***

This program is designed to assist students in developing a good understanding of employment/career opportunities and responsibilities through paid on-the-job work experience. Students are employed an average of 15 hours per week for the opportunity to apply the concepts, skills, and attitudes they have learned from their classroom instruction.

The teacher helps the student match his/her skills and interests to find an office position. Then, students will be in one, two, or three periods of release time each afternoon to practice good work habits at their work site. Students are encouraged to join and actively participate in the co-curricular club, Business Professionals of America.

*Course Title: BUSINESS TECHNOLOGY LAB*

*No. Credits: 2/Semester (2 Periods)*

*Semester Offered: 2-Semester Program*

*Prerequisite: Computer Applications I, Return Enrollment Information Sheet to Counselor*

*Grade Levels Eligible: 11, 12*

*Diploma: Core 40 and AHD Elective Course*

*Note: Three Vincennes University credits are available for this program.*

***Course Description:***

*Do you want to be a professional? Do you enjoy hands-on, project-based learning? Do you like working on the computer and being in charge of your own destiny? If you would like working and studying in a realistic office environment, then Business Technology Lab is for you! BTL is a 2-hour business course that offers dual college credit to juniors or seniors. This class offers updated software and computers for you to gain the skills you need to be on the 'cutting edge' of the job field. Transform yourself into the business professional who will have the competitive advantage in the job market focusing on your desired career path.*

*Whether you want to be an administrative assistant, manager, own your own business, or just be successful at what you do, this rigorous course will prepare you for your future.*

*The curriculum covers a wide variety of office-related skills, where teamwork is a must! Students will work on a team and individually to learn integrated Office 2007 (Word, Excel, Access, PowerPoint, Publisher, and Outlook). You also use programs such as Windows Movie Maker and other graphic and web design soft wares. You will be trained and skilled using updated flat screen computers, color laser printers, scanners, laminators, digital cameras, and a high speed copier.*

*In addition to the exciting projects and skills gained, students will job shadow and learn what customer service is all about. On the side students will complete in-class work for other teachers and administrators. This course covers everything from career mapping, to business etiquette, to entrepreneurship and real world problem solving. Finally, students are encouraged to join and actively participate in the co-curricular club, Business Professionals of America.*

Students may earn Vincennes University college credit, at \$25 per credit hour, for:

*COMP 110      Intro to Computer Concepts      3 credits*

Course Title: **CADET TEACHING CO-OP EXPERIENCE**

No. Credits: **Up to 3/Semester**

Semester Offered: **Each**

Prerequisite: **Teacher-Coordinator Approval, Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

NOTE: Only students with very good school attendance and citizenship will be approved to enroll in this program. Students must have a 2.5 G.P.A. This course is highly recommended for students who are considering or wish to explore a career in education.

**Course Description:**

This program provides students with organized exploratory teaching experiences in grades kindergarten through grade nine. All teaching experiences will be preplanned by the cooperative education teacher-coordinator and the supervising teacher(s) who are interested in providing cadet teachers with experiences in (1) classroom organization, (2) classroom management, (3) curriculum and instruction, (4) observations of teaching, and (5) instructional experiences.

Study topics and background reading will provide cadet teachers with information concerning the teaching profession and the nature of the cadet teacher's assignments. Evaluation will be based upon the cadet teacher's cooperation, day-to-day practical performance, and class assignments. Students must provide their own transportation.

Students may be offered the opportunity to tutor in the HOSTS program. The HOSTS program (Help One Student To Succeed) provides high school students with a highly organized tutoring experience that will assist elementary school students. This program provides high school students with an opportunity to work with elementary school students on Language Arts materials and activities that have been prepared by the HOSTS program to develop better reading and writing skills. The HOSTS instructor will provide individualized lesson plans to be used in daily tutoring sessions. Training will be provided on how to use the HOSTS tutoring materials.

Course Title: **CISCO NETWORKING ACADEMY**

No. Credits: **1/Semester**

Semester Offered: **4-Semester Program**

Prerequisite: **Algebra I, Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

NOTE: *Six Vincennes University credits are available for this program.*

**Course Description:**

*The CISCO Networking Academy is a comprehensive four-semester program designed to teach students networking technology skills. In this program, students will learn valuable Internet theory and networking skills; basic skills such as building network cables and pulling cables in a building; CISCO switches and routers; IP addressing (including subnet masks); beginning router configurations, router and routing protocols; OSI model and industry standards; and develop the skills needed to troubleshoot network systems.*

*Most of the course material is available on-line at the CISCO Networking Academy web site. Students will complete CISCO unit tests on-line. Students may elect to become "CISCO certified" after successfully completing the course material.*

Vincennes University credit can be earned for the following courses:

*CPNS 101      LAN Basics & OSI Model      3 credits*  
*CPNS 102      WAN Basics & Routers      3 credits*

Course Title: **COLLISON REPAIR TECHNOLOGY**  
No. Credits: **3/Semester (3 Periods)**  
Semester Offered: **4-Semester Program**  
Prerequisite: **Return Enrollment Information Sheet to Counselor**  
Grade Levels Eligible: **11, 12**  
Diploma: **Core 40 and AHD Elective Course**

*NOTE: Ten Vincennes University credits are available for this program. Juniors are scheduled into the morning class; seniors are scheduled into the afternoon class.*

**Course Description:**

*Collision Repair Technology includes the following areas of instruction: computerized frame measuring; computerized estimate writing; shrinking and stretching methods; alignment work on doors, hoods, and deck lids; use of spray painting equipment, computerized mixing and matching of paints; frame alignment and others. Students are required to furnish coveralls and to start accumulating the basic hand tools required for employment.*

Second year seniors may take part in a cooperative work experience second semester with acceptable teacher recommendation, attendance, and grades. Students must provide their own transportation.

Students may earn Vincennes University college credit for:

<i>BODY 100</i>	<i>Body Repair I</i>	<i>5 credits</i>
<i>BODY 100L</i>	<i>Body Repair I Lab</i>	<i>3 credits</i>
<i>AUTO 105</i>	<i>Transportation Fund</i>	<i>2 credits</i>

Course Title: **COMPUTER REPAIR & NETWORK ADMINISTRATION**

No. Credits: **2/Semester (2 Periods)**  
Semester Offered: **2-Semester Program**  
Prerequisite: **Return Enrollment Information Sheet to Counselor**  
Grade Levels Eligible: **11, 12**  
Diploma: **Core 40 and AHD Elective Course**

*Note: Three IUPUI – Purdue School of Engineering credits are available for this program.*

**Course Description:**

During the first semester, this course provides students with hands-on experience to understand, troubleshoot and repair computer hardware and software. Students will learn basic systems technology concepts and management, personal computer components, common problems identification and corrections. Second semester provides hands-on experiences on network operating systems. Students will install, administer, control, manage and diagnose problems on a variety of commonly used network systems. Students may elect to work on A+ Certification. It is also possible to obtain the Basic Network Essentials Certification from Microsoft.

*Second year seniors may take part in a cooperative work experience with acceptable teacher recommendation, attendance, and grades. Students must provide their own transportation.*

*Students may earn IUPUI-Purdue School of Engineering credits for the following courses:*

<i>ECET 299</i>	<i>Special Projects</i>	<i>2 Credits</i>
<i>ECET 234</i>	<i>PC Systems 1</i>	<i>1 Credit</i>

Course Title: **COSMETOLOGY**

No. Credits: **3/Semester**  
Semester Offered: **4-Semester Program**  
Prerequisite: **Return Enrollment Information Sheet to Counselor**  
Grade Levels Eligible: **11, 12**  
Diploma: **Core 40 and AHD Elective Course**

**NOTE: To be considered for this program, applicants must have a cumulative GPA of 2.0 (C average) and good attendance.**

Participating students will study at one of three different locations. First year cosmetology is offered at Ben Davis High School and is a 4-hour class. The second year program is at one of P.J.'s Beauty College locations in

Plainfield or Brownsburg. Students attending those locations must have available transportation to their work station.

**Course Description:**

Cosmetology is designed to develop proficiency in all skills of beauty culture. Activities included are shampoos and sets, permanents, scalp treatments, facial treatments, hair cuts, hair coloring, manicures, proper sanitation, and personal hygiene habits. Students also receive related instruction in cosmetology theory, human relations, sales techniques, business management and self-improvement. The Cosmetology Program ultimately qualifies students for the State Board of Beauty Culture examination, thereby providing students with the knowledge and skills to practice as a beautician in the State of Indiana.

The Cosmetology Program takes a total of 1500 hours to complete over a two-year period. In order to accumulate the number of hours necessary, second year students are required to attend on Saturdays to satisfy minimal requirements.

Students in the Cosmetology Program are required to purchase a complete beautician kit before the start of school. The first year kit costs approximately \$450, and the second year kit costs approximately \$250. A non-refundable deposit of \$50.00 will be collected when students are accepted into the program and are credited toward the cost of the kit. Students are required to wear official dress as specified by the beauty school. Students are required to work on each others hair as well as customers in the salon.

Course Title: **CULINARY ARTS**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

**Course Description:**

Culinary Arts provides training for planning, figuring of costs, managing, preparing, and serving of food in commercial restaurants and semi-public institutions. All phases of food preparation and serving are covered through classroom activities and the operation of a restaurant which is open during the lunch hour. Employment possibilities include general cook, short-order cook, chef, supervisor, management, waiter or waitress, bus-boy or bus-girl, hostess, and baker.

Required uniform, including chef coats, hats and apron, will cost approximately \$65.

Course Title: **DENTAL ASSISTING**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

**NOTE:** *Twenty-three and one-half Kaplan College credits are available for this program.*

**Course Description:**

Dental Assisting is provided by Kaplan College at the Career Center. Dental Assisting students will learn to perform various duties, including patient care, office and laboratory work. Students will receive instruction in medical histories, vital signs, sterilizing instruments, post operative care and oral hygiene. Students are required to wear Kaplan uniforms, all white leather tennis shoes and name tag. Students are also required to provide a TB and Hepatitis B health certificate prior to any chair side work. Students will receive transfer credits for any class work completed with a C or better. Once the student completes the first year at the Career Center, the student then applies to Kaplan to complete the remainder of the dental assisting program. Once the student is accepted, the program will finish with operative assisting, dental materials and radiology.

Kaplan College credit can be earned for the following courses.

<i>DAKL 151</i>	<i>Found. Skills for Dental Assist.</i>	<i>6 credits</i>
<i>DAW 151</i>	<i>Tech &amp; Terminology for Dental</i>	<i>6 credits</i>
<i>DAY 151</i>	<i>Diagnostic Assisting</i>	<i>5 credits</i>
<i>DAG 151</i>	<i>Patient Interaction</i>	<i>6.5 credits</i>

Course Title: **EARLY CHILDHOOD EDUCATION**  
No. Credits: **3/Semester (3 Periods)**  
Semester Offered: **4-Semester Program**  
Prerequisite: **Return Enrollment Information Sheet to Counselor**  
Grade Levels Eligible: **11, 12**  
Diploma: **Core 40 and AHD Elective Course**  
*NOTE: Nine Ivy Tech credits are available for this program.*

**Course Description:**

This early childhood education program focuses on early childhood growth and development, including adult-child relationships. Emphasis is placed on the development of skills and techniques for providing appropriate environments and care for young children. Instruction is provided in the physical, emotional, social, and cognitive areas of early childhood. The student develops competencies through classroom instruction, observation and participation in the Giant Preschool Learning Center.

Students have the opportunity to receive 9 Ivy Tech college credits upon successful completion of coursework with a grade of A or B:

<i>Sem. 1(12 weeks)</i>	<i>ECED 101 Health, Safety &amp; Nutrition</i>	<i>3 Credits</i>
<i>Sem. 1&amp; 2(12 weeks)</i>	<i>ECED 100 Intro to Early Childhood Ed</i>	<i>3 Credits</i>
<i>Sem. 2 (12 weeks)</i>	<i>ECED 103 Curriculum in the Classroom</i>	<i>3 Credits</i>

During the first few weeks of the program, students will be required to complete training in (1) First Aid, (2) CPR, and (3) Universal Precautions. Students must complete a physical and TB testing, and obtain an Indiana State Police Criminal History Check before participating with children in the Giant Preschool Learning Center. The day care center provides experiences working with children ages 3, 4, and 5.

After two semesters, students should have completed 9 college credits toward their CDA (Child Development Associate) credential. One additional college course, paid work experience and a high school diploma are needed to complete the requirements before taking the CDA certification test. The additional one college course can be obtained at Ivy Tech.

During the second year of Early Childhood Education, students may want to work in a day care center in the community to obtain some paid work experience for their CDA credential. Teacher recommendation is required for second year enrollment and participation in the coop program. Students must furnish their own transportation to this work experience. Grades, classroom performance and attendance are reviewed before acceptance in the second year coop program.

Course Title: **ELECTRONICS**  
No. Credits: **3/Semester (3 Periods)**  
Semester Offered: **4-Semester Program**  
Prerequisite: **Return Enrollment Information Sheet to Counselor**  
Grade Levels Eligible: **11, 12**  
Diploma: **Core 40 and AHD Elective Course**

**NOTE:** *Six Ivy Tech credits and three IUPUI-Purdue credits and nine Vincennes University credits are available for this program.*

**Course Description:**

Instruction is divided into one year of Analog Electronics Technology and one year of Digital Electronics Technology. Analog Electronics Technology provides instruction and lab activities in the following areas: direct current (DC) fundamentals, alternating current (AC) fundamentals, semiconductor devices, electronic circuits, reading schematic diagrams, fabrication, maintaining and using equipment.

In Digital Electronics Technology, students will receive training in digital electronics, Boolean algebra, Karnaugh maps, basic gates, logic families and combinational logic. Students design and build an electronic game. Students will gain experience with computers, programming, and fabricating projects that are controlled by the computer.

Second year seniors may take part in a cooperative work experience second semester with acceptable teacher recommendation, attendance, and grades. Students must provide their own transportation.

Students can earn the following credits from Ivy Tech Community College if they receive a grade of A or B:

<i>EECT 101</i>	<i>Intro to Electronics with Projects</i>	<i>3 credits</i>
<i>EECT 112</i>	<i>Digital Principles</i>	<i>3 credits</i>

Students may also receive the following credits from IUPUI-Purdue School of Engineering and Technology if they receive a grade of A or B:

<i>ECET 109</i>	<i>Digital Fundamentals</i>	<i>3 credits</i>
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Students may also earn Vincennes University credits for the following courses:

<i>ELEC 110</i>	<i>Basic Component &amp; circuit</i>	<i>6 credits</i>
<i>ELEC 130</i>	<i>Digital Logic 1</i>	<i>3 credits</i>

Course Title: **EMERGENCY MEDICAL SERVICES**

No. Credits: **2/Semester (2 Periods)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Six Vincennes University credits and seven and a half Ivy Tech Community College credits are available for this program.*

### **Course Description:**

This program is designed for students desiring to perform emergency medical care. It also provides an opportunity for students to work toward the Emergency Medical Technician certification and to prepare for further study for an associate degree in Emergency Medical Services. Students must be 18 years of age prior to completion of clinical experiences required for certification as an EMT. Students will be required to provide a limited criminal history and immunization records.

The first semester will include completion of the curriculum for the American Heart Association (AHA) Healthcare Provider CPR card or American Red Cross (ARC) Professional Rescuer CPR card.

Students will learn to recognize the seriousness of the patient's condition, use the appropriate emergency care techniques and equipment to stabilize the patient, and transport to the hospital. Second semester requirements will include a variety of documented clinical experiences, some of which may have to be completed on the student's own time (evenings and weekends). Students meeting appropriate standards will be certified by the State of Indiana as Emergency Medical Technicians. Required uniform will cost approximately \$35.

During the program students may earn Vincennes University college credits for:

<i>EMTB 212 Emergency Medical Technician-Basic</i>	<i>6 VU credits</i>
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Students may also earn the following credits from Ivy Tech Community College for the following course:

<i>PARM 102 Emergency Medical Technician – Basic</i>	<i>7 ½ credits</i>
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Course Title: **ENGINEERING (PROJECT LEAD THE WAY)**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **2-Semester Program**

Prerequisite: **Geometry 1-2, Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **10, 11, 12**

Diploma: **Core 40 and AHD Elective Course**

*NOTE: Students may enroll in each course separately (one hour each) or all three at once (three hour block). Nine Purdue credits and nine IUPUI – Purdue School of Engineering credits and six Ivy Tech Community College Credits are available for this program*

### **Course Description:**

Principles of Engineering 1-2 helps students understand the field of engineering/engineering technology. Exploring various technology systems and manufacturing processes help students learn how engineers and technicians use math, science and technology in an engineering problem solving process to benefit people. The course also includes concerns about social and political consequences of technological change.

Introduction to Engineering Design 1-2 is a course that teaches problem solving skills using a design development process. Models of product solutions are created analyzed and communicated using 3-D solid modeling computer design software.

Civil Engineering and Architecture 1-2 provides an overview of the fields of Civil Engineering and Architecture, while emphasizing the interrelationship and dependence of both fields on each other. Students use state of the art software to solve real world problems and communicate solutions to hands-on projects and activities. The course covers topics such as the roles of civil engineers and architects, project planning, site planning, project documentation and presentation.

Student may earn nine Purdue credits for the following courses:

<i>IT 105 Intro to Engineering Design</i>	<i>3 credits</i>
<i>IT 107 Principles of Engineering</i>	<i>3 credits</i>
<i>IT 190 Civil Engineer &amp; Architecture</i>	<i>3 credits</i>

Students may also earn nine IUPUI-Purdue School of Engineering credits for the following courses:

<i>CNT 100 Construction Tech</i>	<i>3 credits</i>
<i>CGT 110 Tech. Graphic Communications</i>	<i>3 credits</i>
<i>CNT 105 Intro Construction Technology</i>	<i>3 credits</i>

Students may also earn six Ivy Tech Community College credits for the following courses:

<i>DESN 102 Technical Graphics</i>	<i>3 credits</i>
<i>DESN 105 Architectural Design I</i>	<i>3 credits</i>

Seniors who have taken an Engineering (PLTW) class during their sophomore and/or junior year may be eligible to take part in a cooperative work experience with companies like Eli Lilly & Company and Rolls-Royce. Acceptable teacher recommendation, attendance, and grades are required to be nominated for this program. Students must provide their own transportation.

Course Title: **ENGINEERING (PROJECT LEAD THE WAY) Advanced  
Computer Integrated Manufacturing**

No. Credits: **1/Semester**

Semester Offered: **1 – Fall/2 - Spring**

Prerequisite: **Geometry 1-2, Intro to Engineering Design or Principles of Engineering**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

**Course Description:**

Computer Integrated Manufacturing is a course that applies principles of robotics, and automation. CAD design. The course builds on computer solid modeling skills developing in Introduction to Engineering Design, and Design and Drawing for Production. Students use CNC equipment to produce actual models of their three-dimensional design. Fundamental concepts of robotics used in automated manufacturing and design analysis are included.

Course Title: **ENGINEERING (PROJECT LEAD THE WAY) Advanced  
Engineering Design and Development (\*PLTW)**

No. Credits: **1/Semester**

Semester Offered: **1-Fall/2-Spring**

Prerequisite: **Geometry 1-2, Intro to Engineering Design or Principles of Engineering, Civil Engineering and Architecture or  
Computer Integrated Manufacturing**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Directed Elective Course**

**Course Description:** Engineering Design and Development is an engineering research course in which students work in teams to research, design and construct a solution to an open-ended engineering problem. Students apply skills learned in the PLTW preceding courses and are guided by a community mentor. They must present progress reports, submit a final report and defend their solutions to a panel of outside reviewers at the end of the school year.

Course Title: **ENGINEERING (PROJECT LEAD THE WAY) Advanced  
Digital Electronics (DE)**

No. Credits: **1/Semester**

Semester Offered: **1 – Fall/2 - Spring**

Prerequisite: **Geometry 1-2, Intro to Engineering Design or Principles of Engineering**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

Digital Electronics is a course of study in applied digital logic that encompasses the design and application of electronic circuits and devices found in video games, watches, calculators, digital cameras, and thousands of other devices. Instruction includes the application of

engineering and scientific principles as well as the use of Boolean algebra to solve design problems. Using computer software that reflects current industry standards, activities should provide opportunities for students to design, construct, test, and analyze simple and complex digital circuitry.

Course Title: **FIRE SCIENCE ACADEMY**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Nine Vincennes University credits are available for this program. Students will attend classes at the ESEC (Emergency Services Education Center at 700 North High School Road, and must provide their own transportation.*

### **Course Description:**

Fire Science is designed to prepare students for an entry-level position in fire service and for further study in fire science and safety technology. This program allows the student to earn up to 12 college credits. These credits transfer into the associate degree program in Fire Science and Safety Technology. The associate degree program is available in Indianapolis through a partnership of the Wayne Township Fire Department, Indianapolis Airport Fire Department and Vincennes University. All students will need to purchase the required uniform, which includes shirts, pants, shoes and safety glasses for approximately \$75. Physical may be required.

First semester curriculum will include the study of fire protection systems, prevention and education as well as building plans, fire codes and construction. Areas of study will include: portable fire extinguishing equipment requirements; sprinkler systems installation, inspection and maintenance; special protection systems; residential sprinklers; prevention and education needs assessment; targeting audiences; developing delivery systems for public fire education programs; conducting fire prevention and safety inspections; types of building construction; principles of fire resistance; flame spread; smoke and fire containment; plan reviews; blueprint reading, specifications and schedules; national, state and local codes; ordinances and laws; and fire and life safety codes.

The second semester curriculum will be taught in conjunction with the International Fire Service Accreditation Service (IFSAS) curriculum for Firefighter I and II. Students will study the importance of on-scene and on-the-job firefighter health, safety and fitness. Issues such as the role of the safety officer, mental well being, stress management and standards related to health, safety and fitness will be studied.

During the program students may earn Vincennes University college credit for the following courses:

<i>FIRE 100 Firefighter I and II</i>	<i>6 credits</i>
<i>FIRE 204 Haz Mat I (awareness &amp; op)</i>	<i>2 credits</i>
<i>FIRE 204L Haz Mat (Lab)</i>	<i>1 credit</i>

Second year students should enroll in the Emergency Medical Services Program. This will give students the opportunity to earn an additional six college credits toward a fire science degree.

Course Title: **HEALTH OCCUPATIONS**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

**NOTE:** *Eleven Ivy Tech credits are available for this program.*

### **Course Description:**

The goal of this program is to build foundations in skills that will prepare students to succeed in medical, dental, laboratory, or nursing jobs. The course content covers four general areas: (1) medical terminology to provide students the background to understand procedure manuals and colleagues in the clinical setting; (2) anatomy/physiology to help students understand the reasons behind the steps of their task assignments and give safe, quality care; (3) professional development to help students acquire employability skills (career investigation, job search, medical hands-on tasks, leadership, etc.); and (4) Certified Nurse Aide (CNA) training.

In the second year, students work in a health-related environment or complete programs in medical assisting or EMT training. Students are encouraged to complete the CNA requirements to increase employability. Teacher recommendation is required for second year enrollment and

participation in clinicals. Grades, classroom performance, and attendance are reviewed before acceptance in the second year. Students must furnish their own transportation for work experience. Required uniform cost approximately \$50.

Students can earn the following credits from Ivy Tech if they complete the course with a grade of A or B and pass the college entry ASSET test with a minimum of 41 in the areas of math, reading, and writing.

<i>HLHS 101</i>	<i>Medical Terminology</i>	<i>3 credits</i>
<i>HLHS 107</i>	<i>CNA Preparation</i>	<i>5 credits</i>
<i>HLHS 100</i>	<i>Intro to Health Careers</i>	<i>3 credits</i>

Course Title: **HEATING AND AIR CONDITIONING (HVACR)**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Six University of Northwestern Ohio credits are available for this program.*

**Course Description:**

The Heating and Air Conditioning Program helps students prepare for and explore career opportunities related to occupations in Heating and Air Conditioning. Study in this field will include tools, safety, electrical circuits, proper handling of equipment, temperature control, installation of equipment, sheet metal layout and design, and work attitudes. Students are required to furnish their own coveralls and start to accumulate their own hand tools.

Students who meet specified attendance and grade requirements may enroll in an Associated Builders and Contractors apprenticeship in the second semester of the junior year. When a student completes a school-to-work apprenticeship program, he/she can enter a Standard Apprenticeship program at the second year level or enter a community college program and apply apprenticeship credits toward a two-year degree.

Second year seniors may take part in a cooperative work experience second semester with acceptable teacher recommendation, attendance, and grades. Students must provide their own transportation and tools.

During the program students may earn University of Northwestern Ohio credits for:

<i>HV 101</i>	<i>Service &amp; Procedures</i>	<i>6 credits</i>
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Course Title: **INFORMATION TECHNOLOGY: INTERACTIVE MEDIA**

No. Credits: **1/Semester**

Semester Offered: **2-Semester Program**

Prerequisite: **Computer Applications 1**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Directed Elective**

**Course Description:**

*Do you want to become a graphics designer, web master, or just learn more about media? In IT Media, you will learn about today's hottest multimedia applications. Student projects incorporate graphics, animation, web sites, presentation graphics software, and digital video. Macromedia 8 Software is used which includes Fireworks, Flash, and Dreamweaver. PowerPoint and Movie Maker will also be used to create professional presentation projects. An electronic portfolio will be created at the end of second semester.*

Course Title: **INFORMATION TECHNOLOGY: WEB PAGE DESIGN**

No. Credits: **2/Semester (2 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Computer Applications I, Application and Interview; Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

NOTE: Acceptance to this class is through enrollment information sheet and/or interview only. Enrollment information sheets are available from guidance counselors. Students are required to be in the class for a full year unless the teacher recommends otherwise. Nine Vincennes University credits are available for this program.

**Course Description:**

*Web Page Design (1<sup>st</sup> year) is a two-hour advanced level business course designed for the college-bound student or student interested in web page design or graphic design. Emphasis will be placed on Internet usage and the development styles of professional web sites. Upon completion of web page design training, students will develop and maintain web pages for MSD of Wayne Township throughout the year. Various software programs including Macromedia Suite will be used to work with computer graphics, digital pictures, and XHTML files. Students will also become proficient in computer peripherals such as flatbed scanners and digital SLR cameras. To look at former students' work as web designers, go to the MSD of Wayne Township web page at [www.wayne.k12.in.us](http://www.wayne.k12.in.us).*

During the program students may earn Vincennes college credit, at \$25 per credit hour, for:

*COMP 107                      Web Page Design                      3 VU credits*

*Web Page Design (2<sup>nd</sup> year, Fall) is a two-hour advanced level business course designed for students interested in a career as a web designer or graphic designer. Students will be qualified for an entry-level position as a web designer/developer upon successful completion of this course. Students will continue to maintain web pages for MSD Wayne Township and add advanced features to The MSD of Wayne Township website. Advanced features include sound and video, panoramic views, virtual tours, slide shows, advanced graphics and photo editing, JavaScript, and ASP. Students will work with the latest software available for work on professional websites.*

During the program students may earn Vincennes college credit, at \$25 per credit hour, for:

*COMP 113                      Adv. Web Page Design                      3 VU credits*

*Programming and Software Development (2<sup>nd</sup> year, spring) is the last semester of the Web Design program. Students will be qualified for an entry-level position as a web designer/developer upon successful completion of this course. Students will continue to maintain web pages for MSD Wayne Township and add advanced features to the MSD of Wayne Township website. Advanced features include sound and video, panoramic views, virtual tours, slide shows, advanced graphics and photo editing, DHTML, JavaScript, and ASP. Students will work with the latest software available for work on professional web sites.*

During the program students may earn Vincennes college credit, at \$25 per credit hour, for:

*CWEB 151                      Intro to Web Page Graphics & Tools                      3 VU credits*

**Course Title: LANDSCAPE MANAGEMENT**

**No. Credits: 3/Semester (3 Periods)**

**Semester Offered: 4-Semester Program**

**Prerequisite: Return Enrollment Information Sheet to Counselor**

**Grade Levels Eligible: 11, 12**

**Diploma: Core 40 and AHD Elective**

**Note: Six Vincennes University Credits are available for this program**

**Course Description:**

Landscape Management is a program that provides students with basic landscape skills as well as an understanding of career opportunities. Classroom activities occur in the landscape lab, in the adjacent greenhouse, and outdoors.

Students are introduced to the practice of landscaping, tree care, and turf management through lectures, slides, videos and field trips. Students will study weed problems and their control. A segment of the course is devoted to the study of non-pathogenic problems of landscape plants and turf and their pathogenic diseases, and management of these problems. Students will learn to identify 125 shrubs, vines, ground covers, and herbaceous plants important to landscaping and turf management including evaluation of growth habit, species quality, and site adaptability. Students will also learn to identify shade, ornamental, and evergreen trees and to evaluate species' quality, growth habits, and site adaptability. The curriculum covers 125 species of trees that are important to landscaping, tree care, and turf management. Students will also study the particular growth characteristics of grass species used in lawns in the Midwest and Great Lakes areas. Instruction will be provided on how to control turf problems and promote good turf.

Students may earn Vincennes University credits for the following course:

*HORT 115                      Intro to Horticulture                      3 credits*  
*AGBS 101                      Agribusiness Industries                      3 credits*

**Course Title: LAW ENFORCEMENT**

**No. Credits: 3/Semester (3 Periods)**

**Semester Offered: 2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Twelve Vincennes University credits are available for this program.*

**Course Description:**

Law Enforcement provides a broad base of instruction concerning the criminal justice system and prepares the student for further study in law enforcement. This program allows the student to earn up to 12 college credits. These credits transfer into the Vincennes University associate degree program in Law Enforcement.

Students will study the fundamentals of criminal investigation, theory and history; crime scene to courtroom, with emphasis on techniques appropriate to specific crimes.

The program will cover the many aspects of traffic administration and control. Topics to be discussed are traffic law and its impact as a control method, driver licensing as a control device, the operation of a local traffic control system, accident causation and investigation, the identification and analysis of traffic problems, traffic safety coordination, and the use of selective enforcement as a method of traffic control.

Students will also study the history, role, development, philosophy, and constitutional aspects of the US criminal justice system. The program will explore the various segments of the criminal justice system, their interrelationship, function, and responsibility.

The program also includes an overview of forensic science including: laboratory procedures and capabilities; crime scene searching and sketching; photography; firearms and tool mark identification; fingerprints; shoe and tire impressions; headlamp examination; arson; microanalysis of trace evidence such as glass, hairs, fibers, paint, and explosives; drugs and toxicological analysis, serology; instrumentation; document examination; preservation of evidence; and the importance of forensic science in the courtroom. Required uniform will cost approximately \$75.

During the program students may earn Vincennes college credit for:

<i>LAWE 100 Survey of Criminal Justice</i>	<i>3 VU credits</i>
<i>LAWE 225 Introduction to Forensic Science</i>	<i>3 VU credits</i>
<i>LAWE 160 Criminal Investigation</i>	<i>3 VU credits</i>
<i>LAWE 106 Introduction to Traffic Control</i>	<i>3 VU credits</i>

Course Title: **MACHINE TOOL TECHNOLOGY**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **4-Semester Program**

Prerequisite: **Algebra I, Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Twelve Vincennes University credits are available for this program.*

**Course Description:**

Machine Tool Technology is designed to prepare a student for employment within the metal working industry or transfer into Vincennes University's Machine Trades Technology programs. This program allows the student to earn up to 12 college credits. These credits transfer into the first semester at Vincennes University.

The first semester curriculum consists of manufacturing processes: measurement, layout and inspection, machine tool processes and operations, metallurgy, welding, shop math and blueprint reading. Second semester curriculum includes hands on activities in the operation of the power saw, drill press, lathe, milling machine and surface grinder.

During the two-year program students may earn college credit for:

<i>MTTD 135 Manufacturing Processes</i>	<i>3 VU credits</i>
<i>MTTD 140 Basic Machining I</i>	<i>3 VU credits</i>
<i>MTTD 141 Basic Machining II</i>	<i>3 VU credits</i>
<i>MTTD 142 Basic Machining III</i>	<i>3 VU credits</i>

Course Title: **MARKETING FIELD EXPERIENCE (CO-OP)**

No. Credits: **Up to 3/Semester**

Semester Offered: **2- Semester Program**

Prerequisite: **Two Semesters of Any Marketing Course and return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

Important: Students must be concurrently enrolled in a business course each semester. Students are required to take this course for a full year. Students must obtain an enrollment information sheet from their counselor; enrollment must be approved by the business department chairperson.

**Course Description:**

*This is a course, which provides opportunities for students to be employed in a marketing-related occupation and to apply attitudes, skills, and knowledge from school-to-work. Students are allowed school release time for completion of their on-the-job experience. Students must be members of DECA (An Association of Marketing Students).*

Course Title: **MEDICAL ASSISTING**

No. Credits: **3/Semester  
(3 Periods)**

Semester Offered: **2-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Seventeen and a half Kaplan College credits are available for this program.*

**Course Description:**

Medical Assisting is taught by Kaplan College at the Career Center. In this one-year program, students complete a part of the Kaplan Medical Assisting curriculum, earning 11 credits; after graduation, a student will need to complete the program at Kaplan as well as a 2-3 month externship.

In this class students are introduced to some of the duties and responsibilities of administrative and clinical medical assistants. Medical assisting will help prepare students to perform a broad range of daily activities such as: assisting in minor surgical procedures, recording vital signs, performing venipuncture, administering EKGs and injections, implementing basic accounting procedures, filing insurance claims, billing and scheduling patients, preparing medical charts, reports, and correspondence.

The first semester curriculum will be taught in conjunction with Kaplan College curriculum and will include anatomy and physiology I, with emphases placed on the respiratory system, endocrine system, digestive system, circulatory and lymphatic system, integumentary system, and organizations of the body. Students will also study exam room techniques, aseptic practices, spelling and terminology, law and ethics, keyboarding and dictation.

Second semester's anatomy and physiology course will cover the reproductive system, urinary system, nervous system, muscular system, skeletal system and the senses. During this semester students will also learn about diagnostic machines, medical office management and office procedures. Further instruction will be given and more advanced spelling and terminology and law and ethics.

Students are required to wear Kaplan approved uniform, shoes, and name tag. Students are also required to provide a TB and Hepatitis B health certificate.

Kaplan College credit can be earned for the following courses:

AHK 102	Allied Health industry Fund	6 credits
AH2 102	Allied Health Careers & Comm	6 credits
MAB 150	Medical Front Office	5.5 credits

Course Title: **PHARMACY TECH**

No. Credits: **3/Semester (3 Periods)**

Semester Offered: **2 Semesters**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

NOTE: College credits will be available for this program

*A pharmacy technician helps licensed pharmacists provide medication and other healthcare products to patients. The technician usually performs routine tasks to help prepare prescribed medication for patients, such as counting tablets and labeling bottles. The technician refers any questions regarding prescriptions, drug information, or health matters to a pharmacist. The purpose of this program is to assist students in beginning their preparation as a pharmacy technician. Students will need to continue and finish their pharmacy technician training at a post-secondary institution and pursue the state license for a pharmacy technician.*

*The contents of a pharmacy training program include specific training in duties required to assist a pharmacist in the technical functions associated with the practice of pharmacy. The curriculum for this program may include such topics as: understanding the duties and responsibilities of a pharmacy technician and a pharmacist, including the standards of patient confidentiality and ethics governing pharmacy practice; tasks and technical skills, policies, and procedures related to a pharmacy tech position; working knowledge of the general storage, packaging, and labeling requirements of drugs, prescriptions, and drug orders; ability to perform the arithmetic calculations required for a usual dosage determinations, working knowledge and understanding of the essential functions related to drug purchasing and inventory control; and record keeping functions associated with prescriptions and drug orders.*

*Job shadowing and other work-based learning activities may also be included in the program.*

**Course Title: PRE-OCCUPATIONS**

**No. Credits: 3/Semester (3 Periods)**

**Semester Offered: 2- OR 4-Semester Program**

**Prerequisite: Counselor and Teacher Recommendation, Return Enrollment Information Sheet to Counselor**

**Grade Levels Eligible: 10, 11, 12**

**Diploma: Core 40 and AHD Elective Course**

#### **Course Description:**

Pre-Occupations is the entry point for targeted sophomore special education students into the regular career and technical education programs. This program is designed for those students who want to explore different career options before choosing a three-hour class. The course will include: completion of hands-on work projects; placement of students into career programs when interest and ability permit; and possibly provide for a senior cooperative education experience in local business. The teacher assesses each student's abilities, interests, and skills prior to placement in a career and technical education program.

Classroom instruction includes employability development planning and skills training. Emphasis is given in the areas of career/job development, vocabulary concepts, problem solving, teamwork and self-management. Academic skills include vocational math, writing, spelling, and reading. The hands-on training lab includes: career exploration, computer applications, basic hand tool usage, janitorial services, and wood and assembly projects. Students learn to follow step-by-step instructions/directions (verbal and written) by completing long-term designing, building, and assembly activities.

**Course Title: PRINTING**

**No. Credits: 3/Semester (3 Periods)**

**Semester Offered: 4-Semester Program**

**Prerequisite: Return Enrollment Information Sheet to Counselor**

**Grade Levels Eligible: 11, 12**

**Diploma: Core 40 and AHD Elective Course**

*Note: Three Vincennes University credits are available for this program.*

#### **Course Description:**

Printing is a two-year program designed to provide students with hands-on training utilizing current graphic arts fundamentals. Students will be actively involved in computer-generated imagery and image assembly, utilizing the state-of-the-art RIP technology and image setting equipment. Graphic reproduction methods of screen printing, single and multi-color offset presses, the most current technology available in finishing and bindery, are taught.

*Real time production work is used to build skills for book publication, carbonless forms work, and other reproduction processes. Students will be training on state –of-the-art equipment in the most technically current printing facility available in a high school setting.*

Second year seniors may participate in a cooperative work release program with local graphic arts industries during the second semester of the year. This is encouraged and is available to those with acceptable grades, good attendance records, and the recommendation of the instructor. (Students must provide their own transportation to participate.)

During the program students may earn Vincennes University College at \$25 per credit for the following course:

*DESN 155 Computer Page Layout 3 credits*

Course Title: **RADIO BROADCASTING**

No. Credits: **2/Semester 2 periods**

Semester Offered: **4 Semester Program**

Prerequisite: **Instructor's Approval and Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Six Vincennes University credits are available for this course.*

**Course Description:**

Students in this course comprise the staff of WBDG, Ben Davis' 400-watt stereo FM radio station. Students may be required to perform before, during, and after school broadcasting assignments as part of the Radio Broadcasting I curriculum. This program is excellent preparation for students planning on a career in radio or telecommunications. Students learn at an independent rate and may choose to specialize in many areas within radio broadcasting such as sports announcing. Students will learn disc jockeying techniques, news casting, news reporting, broadcast writing, radio program producing, and the unique rules and regulations of working at a licensed radio station.

During the program students may earn Vincennes college credit for:

*MCOM 102 Audio/Visual Production 3 credits*

*BCST 120 Beg. Radio Production 3 credits*

Course Title: **TV BROADCASTING**

No. Credits: **2 or 3/Semester (2 or 3 Periods)**

Semester Offered: **4 Semesters Program**

Prerequisite: **Instructor's Approval and Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

*Note: Six Vincennes University credits are available for this course.*

**Course Description:**

In semester one, students will learn the five components of television camera operations, audio, lighting, writing, and editing. This class uses a "hands-on" approach to teaching. In semester two, students will continue perfecting the five basic components of television broadcasting. The "hands-on" approach will continue as we will introduce studio production. Students will have the opportunity to learn anchoring, directing, producing, studio cameras, audio, and studio lighting. Students will produce programming that will be aired on closed-circuit television at Ben Davis High School.

During the program students may earn Vincennes college credit for:

*MCOM 102 Audio/Visual Production 3 credits*

*BCST 140 Beg. TV Production 3 credits*

Students will continue with the five components of television broadcasting and studio production in this "project oriented" class. Students will have the opportunity to provide content for and the production of programs produced by BDTV including the announcement newscast and any cable programs. The second semester of this course uses skills developed in the previous three semesters. Students will have the opportunity for internships, co-op programs, and job shadowing at local stations.

Course Title: **TRACTOR TRAILER DRIVER TRAINING**

No. Credits: **3 (3 Periods)**

Semester Offered: **1-Semester Program**

Prerequisite: **Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **12**

Diploma: **Core 40 and AHD Elective Course**

*NOTE: Twenty-one Vincennes University credits are available for this program.*

**Course Description:**

Offered Semester 1 for mid-term graduates only - must be 18 years old by November 1; offered Semester 2 for all others - must be 18 years old by April 1.

The Tractor Trailer Driver Training Program is provided by Vincennes University at the Aviation Technology Center at Indianapolis International Airport. Classroom instruction will be held Monday through Friday from 1:00 p.m. to 4:00 p.m. the first 11 weeks of the semester. In the remaining weeks, students will receive a minimum of 25 hours of road driving experience including day and night hours. Students must submit to and pass a DOT physical exam and drug screen.

Approximate expenses required of the student:

\$16.00 (CDL) Learners Permit

\$125.00 Final driving tests conducted by Vincennes University – State CDL Skills Exam

\$30.00 Commercial Drivers License

Upon successful completion of the program, students will be qualified to operate Class A Commercial vehicles on Indiana highways and earn 21 Vincennes University credits with a grade of A or B:

*TTDT 100 Basic Commercial Vehicle Operations 3 credits*

*TTDT 125 Preventive Maintenance 3 credits*

*TTDT 150 Basic Control Skills 5 credits*

*TTDT 175 Road Driving 10 credits*

Course Title: **WELDING TECHNOLOGY (MANUFACTURING PROCESSES I & II)**

No. Credits: **1/Semester (1 Period)**

Semester Offered: **2-Semester Program**

Prerequisite: **Counselor and Teacher Recommendation, Return Enrollment Information Sheet to Counselor**

Grade Levels Eligible: **11, 12**

Diploma: **Core 40 and AHD Elective Course**

Welding Technology (Manufacturing Systems) is a course that specializes in how industry uses welding technology for modern manufacturing. Students will study shielded arc metal welding technology and how it is applied in industry. During semester two, students will study MIG welding technology. Activities allow students to become proficient in welding technique in addition to developing an understanding of primary bonding processes.