

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: April 24, 2017

To: Senior High School Principals and Area Superintendents

Subject: 2017-2018 UNIVERSITY OF CALIFORNIA 'A-G' COURSE LISTS

Department and/or Persons Concerned: Senior High School Principals, Vice Principals, and Head Counselors

Due Date: Friday, May 5, 2017

Action Requested: All high schools with established UC 'a-g' Course Lists must complete and return the attached 2017-18 UC 'a-g' Course List update documents (Attachments 2 and 3) to Karen Wilson in the Office of Secondary Schools by **May 5, 2017**

Attachments:

1. 2017-18 UC 'a-g' Course List Updates and Instructions
2. 2017-18 Principal UC 'a-g' Course List Certification Form
3. 2017-18 UC 'a-g' Course List Worksheets

Brief Explanation:

The University of California requires all high schools and/or districts to update their UC 'a-g' Course Lists annually to accurately reflect the 'a-g' courses each school will offer in the upcoming school year. As in previous years, high schools' 'a-g' course lists will be updated centrally through a district submission, based on information they provide in the 2017-18 UC 'a-g' Course List update documents attached to this circular.

To that end, Principals are asked to complete and return the following to Karen Wilson, Office of Secondary Schools, Room 2005, Eugene Brucker Education Center, by **Friday, May 5, 2017** via school mail:

1. Principal UC 'a-g' Course List Certification Form (Attachment 2)

A signed Principal Certification Form must accompany the school's updated 2017-18 UC 'a-g' course worksheets. Principals are responsible for ensuring the accuracy of the course information reported on their school's published UC 'a-g' Course List each year; by signing this certification form, they acknowledge they have reviewed the updated course worksheets and agree that this information should be submitted as their school's official 2017-18 UC 'a-g' Course List.

2. UC 'a-g' Course Worksheets (Attachment 3)

The UC 'a-g' Course Worksheets include one for each 'a-g' subject area, plus a separate worksheet for Advanced Placement (AP) courses. The course choices they show are the ones schools made for school's 2016-17 'a-g' course lists. These choices must be updated for the 2017-18 school year by removing courses that will no longer be available and adding new 'a-g' courses that are planned, see Attachment 1 for specific instructions. Because UC 'a-g' Course Lists are year-specific records of the course opportunities

available to students at your school, the updated worksheets should include only those 'a-g' courses that are in your site's 2017–18 master schedule.

Before updating the worksheets, please read **Attachment 1- 2017–2018 UC 'a-g' Course List Updates and Instructions** in its entirety, as it contains important information about new courses, course title updates, potential new course offerings, and course sequencing.

Important Deadlines:

May 5, 2017 - Deadline for schools to submit their updated 2017-18 'a-g' Course List worksheets to Karen Wilson via School mail (Attachment 2 and Attachment 3).

September 5, 2017 - Deadline for schools to have AP Audit approval for all new and renewed AP courses they will be offering to ensure they get on the school's 2017-18 UC 'a-g' Course List. Questions concerning AP Audit deadlines should be directed to Mike Harris, Advanced Studies Resource Teacher at rharris@sandi.net

September 15, 2017 - Deadline for all 2017-18 UC 'a-g' Course List changes to be entered into the UC system.

Updates made to schools' UC 'a-g' Course Lists do not affect schools' NCAA Course Lists, which are maintained separately by the Office of Secondary Schools. Questions concerning the NCAA course lists should be directed to Francisca Del Carmen-Aguilar at (619) 725-7255, or fdelcarmen@sandi.net.

Questions concerning the 2017 - 2018 UC 'a-g' Course List Update should be directed to Karen Wilson, Planning Analyst, Office of Secondary Schools, at (619) 725-7182, or kwilson2@sandi.net.

Francisca Del Carmen-Aguilar,
Program Manager, Secondary Schools

APPROVED:



Cheryl Hibbeln
Executive Director
Office of Secondary Schools

Attachments (3)

Distribution: Lists B and F