



**BRAZOSPORT**  
CHRISTIAN SCHOOL

**2016-2017**  
**Course Selection**  
**Handbook**

**Brazosport Christian School**  
200-B Willow Drive  
Lake Jackson, Texas 77566  
(979) 297-0563  
[www.1bcs.org](http://www.1bcs.org)

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*This handbook is intended to acquaint the parents and students of BCS with the current policies and practices.*

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# GRADUATION REQUIREMENTS

Graduation and Honors designations will be determined at the end of the second semester of the 12<sup>th</sup> grade. Valedictorian, Salutatorian and class rank will be determined at the end of the first semester of the 12<sup>th</sup> grade.

Permission to graduate under the minimum high school program must be agreed to in writing and signed by the student, student's parent/guardian and the Head of School or Secondary Principal. Requirements for the minimum program and the International Student program are not listed in this handbook.

## Honors Graduate

### Summa Cum Laude

- Graduate Requirements listed in this handbook, and
- Weighted CNA of 98 or higher, or
- Weighted CNA of 92 or higher with eight Pre-AP or AP classes

### Magna Cum Laude

- Graduate Requirements listed in this handbook, and
- Weighted CNA of 96 to 97.999, or
- Weighted CNA of 92 or higher with four Pre-AP or AP classes

### Cum Laude

- Graduate Requirements listed in this handbook, and
- Weighted CNA of 94 to 95.999.

## Additional Distinguished Graduation Requirements

To earn this designation, a student must graduate with the Distinguished Graduation Program listed on the following chart and complete any combination of four of the following advanced measures, which demonstrate student performance at the college or professional level. (Examples: two AP exams and two dual credit courses; OR one AP exam and three dual credit courses; OR a combination of other advanced measures as listed below to total four.) The students who achieve this designation will have it denoted on their transcript, after the AP test grades have been received.

### Advanced measures:

- Score of 3 or better on an AP exam. (maximum of 4 AP tests)
- Score on the PSAT that qualifies a student for recognition as a Commended Scholar or higher from the National Merit Scholarship Corporation (maximum of 1)
- Approved dual credit college academic course with a GPA of 3.0 or a CNA of 80 or higher (maximum of 4 courses). Approved academic fields include English/Language Arts, Mathematics, Science, Social Studies, and Foreign Language. The Head of School or the Secondary Principal must approve all course selections.

## Class of 2013 and beyond Graduation Requirements

	Recommended Graduation Requirements	Distinguished Graduation Requirements
English/Language Arts	4 credits: English I, II, III, & IV	4 credits: English I, II, III, & IV
Mathematics	5 credits if Algebra I is taken in the 8 <sup>th</sup> grade; 4 credits if Algebra I is taken in the 9 <sup>th</sup> grade, Geometry, Algebra II, and the additional Math credit(s) from any BCS approved course, including: Pre-calculus, Independent Study in Mathematics or Calculus.	5 credits if Algebra I is taken in the 8 <sup>th</sup> grade; 4 credits if Algebra I is taken in the 9 <sup>th</sup> grade, Geometry, Algebra II, and the additional Math credit(s) from any BCS approved course, including: Pre-calculus, Independent Study in Mathematics or Calculus.
Science	4 credits: Biology, Chemistry, Physics. The 4 <sup>th</sup> Science credit may be from any BCS approved course	4 credits: Biology, Chemistry, Physics. The 4 <sup>th</sup> Science credit may be from any BCS approved course.
Social Studies	4 credits: World Geography, World History, US History, Government and Economics	4 credits: World Geography, World History, US History, Government and Economics
Foreign Language	2 credits of the same language	3 credits of the same language
Fine Arts	1 credit of the same subject	1 credit of the same subject
Physical Education	1 credit (No more than 2 Physical Education credits can count toward graduation requirements.)	1 credit (No more than 2 Physical Education credits can count toward graduation requirements.)
Health Education	1/2 credit (only required if student is enrolled @ BCS in year offered)	1/2 credit (only required if student is enrolled @ BCS in year offered)
Speech	1/2 credit	1/2 credit
Bible	4 credits or one for each year enrolled at BCS	4 credits or one for each year enrolled at BCS
Additional credits	1 credit	0 credits
TOTAL CREDITS	26	26 Additional requirements listed in this handbook

# HIGH SCHOOL COURSE OFFERINGS

Credit Per Semester

## English/Language Arts

English I, or Pre-AP English I ( <i>typically taken in 9<sup>th</sup> grade</i> ).....	1/2
English II, or Pre-AP English II ( <i>typically taken in 10<sup>th</sup> grade</i> ).....	1/2
English III, or AP English III ( <i>typically taken in 11<sup>th</sup> grade</i> ).....	1/2
English IV, or AP English IV ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2
Dual Credit ENG 1100 Composition (University of Northwestern).....	1/2
Dual Credit ENG 1105 Literature (University of Northwestern).....	1/2

## Mathematics

Algebra I ( <i>typically taken in 8<sup>th</sup> grade</i> ).....	1/2
Geometry, or Pre-AP Geometry ( <i>typically taken in 9<sup>th</sup> grade</i> ).....	1/2
Algebra II, or Pre-AP Algebra II ( <i>typically taken in 10<sup>th</sup> grade</i> ).....	1/2
Consumer Math .....	1/2
Pre-Calculus, or Pre-AP Pre-Calculus ( <i>typically taken in 11<sup>th</sup> grade</i> ).....	1/2
Independent Study in Mathematics ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2
Advanced Independent Study in Mathematics (with Pre-AP weighting) ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2
AP Calculus AB ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2
Dual Credit MAT 1005 College Algebra for liberal art majors ..... (University of Northwestern).....	1/2

## Science

Biology ( <i>typically taken in 9<sup>th</sup> grade</i> ).....	1/2
Chemistry I, or Pre-AP Chemistry I ( <i>typically taken in 10<sup>th</sup> grade</i> ).....	1/2
AP Chemistry .....	1/2
Physics, or Pre-AP Physics ( <i>typically taken in 11<sup>th</sup> grade</i> ).....	1/2
Environmental Systems ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2
Pre-AP Anatomy & Physiology ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2

## Social Studies

World Geography ( <i>typically taken in 9<sup>th</sup> grade</i> ).....	1/2
World History, or Pre-AP World History ( <i>typically taken in 10<sup>th</sup> grade</i> ).....	1/2
US History, or AP US History ( <i>typically taken in 11<sup>th</sup> grade</i> ).....	1/2
Government or AP US Government (one semester) ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2
Economics (one semester) ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2

## Bible

Bible I ( <i>typically taken in 9<sup>th</sup> grade</i> ).....	1/2
Bible II ( <i>typically taken in 10<sup>th</sup> grade</i> ).....	1/2
Bible III ( <i>typically taken in 11<sup>th</sup> grade</i> ).....	1/2
Bible IV ( <i>typically taken in 12<sup>th</sup> grade</i> ).....	1/2

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BCS policies may be changed from time to time, as the school, in its sole discretion, may elect. Furthermore, such policies shall be considered in light of the overall policies and proceedings established for the school's students. The policies expressed herein, as they may be amended from time to time, shall supersede and have control over any previously published guidelines and/or policies.

## Speech

Speech I (one semester) (typically taken in 11<sup>th</sup> grade) ..... 1/2

## Health Education

Health (one semester) (typically taken in 11<sup>th</sup> grade)..... 1/2

## Foreign Language

Spanish I (typically taken in 9<sup>th</sup> grade)..... 1/2

Spanish II (typically taken in 10<sup>th</sup> grade)..... 1/2

Spanish III, or Pre-AP Spanish III (typically taken in 11<sup>th</sup> grade)..... 1/2

Off-Campus Foreign Language Program..... 1/2

Dual Credit Spanish 2311 (through Brazosport College) ..... 1/2

Dual Credit Spanish 2312 (through Brazosport College) ..... 1/2

## Fine Arts

Praise Team/Music Appreciation ..... 1/2

Performing Arts ..... 1/2

Art ..... 1/2

Yearbook I..... 1/2

\*Off-Campus Fine Arts Program, Pass/Fail class ..... 1/2

## Physical Education

\*Physical Education (grade assigned but not used in GPA/CNA calculations)..... 1/2

\*Sports, Cheerleading, Pass/Fail class..... 1/4 per season per year

\*Off-Campus Physical Education Program, Pass/Fail class..... 1/2

## Additional Credits

Test Prep Course ..... 1/2

Yearbook II..... 1/2

Technology ..... 1/2

Teaching Aide (grade assigned but not used in GPA/CNA calculations) ..... 1/2

Study Hall, only receives conduct grade..... 0

Learning Frameworks, Dual Credit (through Brazosport College) (grade assigned but not used in GPA/CNA calculations) ..... 1/2

\*Fine Arts, Physical Education grades, Sports, Cheerleading and additional credit courses will have grades assigned to be used in GPA/CNA calculations starting with 9<sup>th</sup> graders in the 2017-2018 [Graduation Class of 2021]. (Teaching Aide, Study Hall, and Learning Frameworks are not used in GPA/CNA calculations).

Students are required to take a Mathematics course each high school year (9<sup>th</sup>-12<sup>th</sup>) that they attend BCS. The Health credit is still required at BCS if Health is offered to the student's graduating class while enrolled at BCS or if the student's schedule permits. No more than 2 Physical Education credits can count toward graduation requirements. Student's eligibility is determined by teacher recommendation and administrative approval. Course substitutions can be made with administrative approval. Not all courses will be offered each year. Course offerings will be determined by availability of personnel.

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## High School Credit for Junior High Courses

High school credits are given for the following courses taken in the 8<sup>th</sup> grade: Algebra I, Spanish I, and PE. If Speech or Health are on a transfer student's transcript from the 8<sup>th</sup> grade and recognized as a high school credit on the transcript, we will accept those credits. Grades earned in the 8<sup>th</sup> grade will not be calculated in the GPA or the CNA.

<b>Graduation Requirement Chart by Grade</b>							
Class Periods	Subject Area	# of Credits Required	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
1	English	4		English 1	English 2	English 3	English 4
2	Mathematics	4 or 5	Algebra 1	Geometry	Algebra 2	Pre-Calculus	Calculus or Ind Study
3	Science	4		Biology	Chemistry	Physics	4th Science credit
4	Social Studies	4		Geography	World History	US History	Economics & Government
5	Bible	4		Bible 1	Bible 2	Bible 3	Bible 4
6	Foreign Language	2 or 3		Spanish 1	Spanish 2	Spanish 3 (Distinguished)	
7	Fine Arts	1		Fine Arts	Fine Arts if needed		
7	Physical Education	1	PE	PE if needed	PE if needed		
7	Health	0.5				Health	
7	Speech	0.5				Speech	
7	Additional credits	1 or 0					
	<b>Total credits</b>	<b>26</b>					
<p>The above chart is for the Class of 2015 and beyond and indicates years in which courses are typically taken.</p> <p>There are 8 class periods in a BCS school day. The class period column in the above chart indicates how many courses can be taken each year, not which class period a course will be taught in.</p> <p>Student is required to maintain four academic classes on the BCS campus (TAPPS requirements state that the four classes cannot be dual credit off campus or online courses)</p> <p>Health-only required if student is enrolled @ BCS in year offered</p> <p>High school credit given for Algebra 1 &amp; Spanish 1 &amp; PE if taken in 8th grade.</p> <p>If Algebra 1 is taken in 8th grade, students will graduate with 5 Math credits. Students are required to take a Mathematics course each high school year (9<sup>th</sup>-12<sup>th</sup>) that they attend BCS.</p> <p>No more than 2 Physical Education credits can count toward graduation requirements.</p>							

## Advanced Placement (AP) Program

The Advanced Placement (AP) Program is a cooperative educational endeavor between secondary schools, colleges, and universities. AP courses designate a differentiated curriculum in preparation for the AP College Board examination. The program allows high school students to undertake college-level academic learning in AP courses and gives them the opportunity to show they have mastered the advanced material by taking AP exams. AP and Pre-AP class grades are weighted to determine overall CNA and GPA. For specific weighting of classes, please refer to the “Grade Point Average” and “Cumulative Numeric Average” sections in this handbook. AP courses make substantial academic demands on students. The students are required to do considerable outside reading and other assignments and to demonstrate the analytical skills and writing ability expected of first-year students in a strong college program. Students learn study skills and habits that are valuable to a beginning college freshman. The students enrolled in AP courses may select a Study Hall (no credit) during the year(s) enrolled in those classes. In some cases the students are required to purchase the textbooks for these classes. The cost of the textbook is in addition to regular tuition. All AP courses are under review through a College Board audit for awarding AP credits. Some AP offerings could be replaced based on the audit results.

The students in Pre-AP and AP courses are expected to maintain a weighted grade of “B” or better. If the student’s grade drops below a “B”, the student may be moved to a regular class at the end of the semester unless the Head of School or Secondary Principal grants a special exception. Administrative discretion may be issued to meet special circumstances.

To be eligible for Pre-AP and AP classes, a student must meet all of the following requirements:

- be recommended by a teacher in the academic area of the course under consideration.
- be highly motivated, possess good study habits, and be self-disciplined.
- have received a grade of 90 or higher in previous academic class; or 85 (non-weighted) or higher in previous Pre-AP class; or 75 (non-weighted) or higher in previous AP class
- receive approval of the teacher of the Pre-AP or AP class and administration.

AP College Board exams are scored on a 1-5 scale. Most colleges and universities will accept grades of 3, 4, or 5 on the AP exam and allow students to “place out of” equivalent freshman courses in college, sometimes with credit and grade points. This is at the discretion of the university, and it is not guaranteed that all AP scores will be accepted and allow students to “place out of” course work. Students should check with specific universities to ascertain advanced placement policies. The AP College Board exams are administered at BCS in the spring according to the schedule set by the College Board. There is a charge for each test and the cost is the responsibility of the student. All students enrolled in AP classes are expected to take the AP exams unless the Head of School or Secondary Principal makes an exception. Students may choose to take the AP College Board exam and exempt the second semester exam.



## **BCS Online Academy**

BCS On-Line Academy offers more than 75 different Bible-centered on-line courses for a wide variety of applications and purposes. Tuition for on-line classes which are required for graduation but are not accessible to on-campus students will be paid by the school; all other costs are the responsibility of the student's family. Participation in any on-line course by students attending BCS requires prior permission from the Head of School or Secondary Principal. BCS On-Line Academy may be considered for these reasons:

- Credit Recovery or Remediation to address students with academic deficiencies. Students needing summer school credits or needing to make up credits for timely graduation should consider BCS On-Line Academy classes to resolve these needs.
- Transfer Credit Recovery to allow students with scheduling difficulties to conform class schedules and graduate on time.
- Home School or Home-Bound Education
- Dual Credit Courses

## **Off-Campus Fine Arts Program**

Examples of programs that may be considered for approval are guitar, piano, voice, dance, drama, art, other musical instrument lessons, etc. The following criteria must be met in order to receive Fine Arts credit for off-campus work:

- Off-Campus Credit Request Form must be filled out by the parents and submitted to the Head of School or Secondary Principal at the beginning of the school year for approval. The Head of School or Secondary Principal must receive the form no later than the end of the second week of the semester. The request must include a description of the activity as well as the qualifications of the coach/teacher.
- The student must have a coach/teacher who meets with and supervises the student on a regular basis.
- Minimum activity time must be 5 class hours per week for each week of the semester or a total of 75 hours per semester.
- See "Extracurricular Activity and Off-Campus Program Absences" in the Student handbook for an explanation of absences related to the program.
- A letter from the coach/teacher validating participation in the activity and the time allotments for the semester must be submitted to the Head of School or Secondary Principal at the end of the semester. This is the responsibility of the student and the parents.
- The Head of School or Secondary Principal will make the decision to grant or deny credit. This will be a Pass/Fail class. However starting with 9<sup>th</sup> graders in the 2017-2018 [Graduation Class of 2021] the class will have grades assigned to be used in GPA/CNA calculations.

## **Off-Campus Physical Education Program**

Examples of programs that may be considered for approval are dance, ice-skating, swimming, fencing, equestrian programs, cheerleading, martial arts, marksmanship, etc. The following criteria must be met in order to receive Physical Education credit for off-campus work:

- Off-Campus Credit Request Form must be filled out by the parents and submitted to the Head of School or Secondary Principal at the beginning of the school year for approval.

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The Head of School or Secondary Principal must receive the form no later than the end of the second week of the semester. The request must include a description of the activity as well as the qualifications of the coach.

- The student must have a coach who meets with and supervises the student on a regular basis.
- Minimum activity time must be 5 class hours per week for each week of the semester or a total of 75 hours per semester
- See “Extracurricular Activity and Off-Campus Program Absences” in the Student handbook for an explanation of absences related to the program.
- A letter from the coach validating participation in the sport and the time allotments for the semester must be submitted to the Head of School or Secondary Principal at the end of the semester. This is the responsibility of the student and the parents.
- The Head of School or Secondary Principal will make the decision to grant or deny credit. This will be a Pass/Fail class. However starting with 9<sup>th</sup> graders in the 2017-2018 [Graduation Class of 2021] the class will have grades assigned to be used in GPA/CNA calculations.

### **Off-Campus Foreign Language Program**

Examples of programs that may be considered for approval are Sign Language or a foreign language not offered at BCS. The following criteria must be met in order to receive Foreign Language credit for off-campus work:

- Off-Campus Credit Request Form must be filled out by the parents and submitted to the Head of School or Secondary Principal at the beginning of the school year for approval. The Head of School or Secondary Principal must receive the form no later than the end of the second week of the semester. The request must include a description of the activity as well as the qualifications of the teacher.
- The student must have a teacher who meets with and supervises the student on a regular basis.
- Minimum activity time must be 5 class hours per week for each week of the semester or a total of 75 hours per semester
- See “Extracurricular Activity and Off-Campus Program Absences” in the Student handbook for an explanation of absences related to the program.
- A letter from the teacher validating participation in the class and the time allotments for the semester must be submitted to the Head of School or Secondary Principal at the end of the semester. This is the responsibility of the student and the parents.
- The Head of School or Secondary Principal will make the decision to grant or deny credit. This will be a Pass/Fail course unless the class is a Dual Credit class at the college. However starting with 9<sup>th</sup> graders in the 2017-2018 [Graduation Class of 2021] the class will have grades assigned to be used in GPA/CNA calculations.

### **Dual and Concurrent Credit Courses**

Concurrent enrollment college courses are taken to earn college credit and not taken to meet high school graduation requirements. Concurrent courses will not be reflected on the high school transcript and will not be figured in the GPA and the CNA. These courses earn college credit that may transfer to another college or university.

Dual credit college courses are taken to meet high school graduation requirements and earn college credit. Dual credit courses may count toward GPA and the CNA but will not be weighted

on the high school transcript (except through the agreement with the University of Northwestern at St. Paul). Students may take dual credit college courses through the BCS Online Academy or at local colleges. The student pays any cost related to the dual credit course.

#### Dual Credit Guidelines University of Northwestern at St. Paul and Brazosport College

Students can earn dual credit toward high school graduation and college credit through University of Northwestern at St. Paul and Brazosport College if they meet the following criteria:

- Student receives the approval of the BCS Secondary Principal or BCS Counselor for each dual credit course
- Student must have successfully completed the 10<sup>th</sup> grade
- with the exception of PSYC 1300 Learning Frameworks offered at Brazosport College which can be taken in the spring semester of the 10<sup>th</sup> grade
- Student must demonstrate college readiness
- Student is required to maintain four academic classes on the BCS campus (TAPPS requirements state that the four classes cannot be dual credit off campus or online courses)
- Student continues to comply with all policies included in the BCS handbooks
- Student must meet the entrance requirements of the participating institution of higher learning
- High school students may not be enrolled in more than two courses for dual credit per semester.
- To receive high school credit for a dual credit course, a student must earn at least a numerical weighted value of 70 or higher in the college course.
- Administrative discretion may be issued to meet special circumstances.

#### University of Northwestern at St. Paul

- It is a Christian University located in St. Paul Minnesota.
- All courses are taught from a Biblical worldview by our own BCS faculty.
- Courses are offered during regular class times.
- Students register for these courses through BCS.
- English and Math courses will be weighted as an AP class.
- Each credit cost \$100 (plus tax).
- English and Math are one year classes earning four college credits and one high school credit.
- The cost of the books will be paid by the students.

#### FAQ About Dual Credit (DC) and Concurrent College Classes:

- Where will DC classes be offered? Typically classes offered at a local college will be taught on that campus.
- If I'm interested in taking a college course that is not listed as a BCS High School Graduation Requirement, is that considered a DC class? No, that is a concurrent college course.
- Will the DC classes be supplemented with Biblical integration? DC classes at local colleges do not have Biblical integration.

- Can I take a DC class if the same course is offered at BCS? Usually not, for the following reasons:
- TAPPS requires that students take a minimum of 4 academic classes on campus. Due to that requirement, most approved DC courses will be additional credit, physical education or fine arts courses not offered at BCS.
- BCS is accredited by ACSI (Association of Christian Schools International). Allowing classes that are not taught from a Biblical perspective is not within the spirit of ACSI accreditation guidelines.
- Are there any exceptions to the above rule? Yes. If the course must be taken at a local college to satisfy scheduling requirements. This generally applies to BCS high school transfer students.
- Will scheduling of DC courses be a problem? DC off campus courses will most likely be taken in the evening, summertime or online because students are still required to take 4 academic classes on campus.
- When does registration open? Dual Credit registration opens one week prior to Early Registration at Brazosport College with the exception of Summer II registration, when all students, including dual credit, register according to the scheduled date.
- What is the cost of the DC courses? Cost of college tuition + textbooks + applicable lab fees.
- If I'm approved to take a DC course, will the course credit transfer to the university I plan to attend after high school graduation? If so, will it apply towards my major? It is the responsibility of the student to find out if the course credit will transfer.
- What are the benefits of taking a college course for DC? The student may earn college credit prior to graduating from high school.
- Is there any disadvantage to taking a DC course? An academic DC course is not weighted and therefore the GPA and CNA may be affected (possibly lowered). This would affect the class rank, Valedictorian and Salutatorian status, top 10% of the class, etc. Additional credit, physical education and fine arts DC courses are not counted in the GPA and CNA so they won't affect class rank. However starting with 9<sup>th</sup> graders in the 2017-2018 [Graduation Class of 2021] the class will have grades assigned to be used in GPA/CNA calculations.
- What is the process if I want to take a DC or concurrent course at Brazosport College?
- Pick up a Dual Credit/Concurrent Form in the BCS Secondary Office. The form is not available online. This form will need to be filled out and requires four signatures (in this order): (1) student, (2) parent, (3) BCS Counselor or Secondary Principal and (4) Brazosport College counselor. After the student and parent have filled out the form with the course code and name requested, and signed the form, return it to the BCS Secondary Office for approval. If there are no questions, BCS will sign the form and return it to the student. If there are questions, BCS will contact the student and/or parent. Upon receiving the signed form back from BCS, it is then the student's responsibility to take all further steps required to register for a course at the college.
- Apply to Brazosport College at [www.ApplyTexas.org](http://www.ApplyTexas.org). Create a "New 2 Year College Admissions Application".
- Brazosport College requires all students to take PSYC 1300 Learning Frameworks prior to or at the same time as taking ANY DC or concurrent course. This course can be taken

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as early as the spring semester of the 10<sup>th</sup> grade year. This course is not offered online. Placement testing is not required prior to taking this one course.

- Required Placement Testing at Brazosport College. Brazosport College Counselor will need to advise you regarding scores needed for exemption depending upon the course you wish to take.
- Brazosport College Counselor will confirm your placement in the courses, sign and turn in your form, allowing you to then register, pay for courses, lab fees (if applicable) and purchase textbooks.

## HIGH SCHOOL GRADE SCALE CALCULATION

- All Semester grades, not end-of-year grades, beginning in the 9<sup>th</sup> grade, will be calculated to determine the selection of Valedictorian, Salutatorian, Honor Graduates, class rank and Honor Society eligibility.
- If a student fails one semester of a course but passes the other semester of a course and if the average of the two grades is a passing grade, the student will receive full credit for the course. The failing and the passing grade will still appear on the transcript and will be used to calculate GPA, CNA, rank, etc.
- Approved dual credit college courses will be calculated in the GPA and the CNA but will not be weighted.
- The following classes do not count toward GPA or CNA: However starting with 9<sup>th</sup> graders in the 2017-2018 [Graduation Class of 2021] the classes will have grades assigned to be used in GPA/CNA calculations.
  - All Fine Arts courses
  - All Physical Education classes
  - All Sports including Cheerleading
  - Additional credit courses

Approved classes may be taken in 8<sup>th</sup> grade for high school credit, however they will not be included in GPA/CNA calculations.

### Grade Point Average (GPA) (4.00 weighted scale)

- The weighted GPA will determine the selection of Valedictorian and Salutatorian.
- The un-weighted numeric grade received in a class and reflected on the semester report card or official transcript will be used to assign grade points to determine weighted GPA.
- The GPA will be carried out to three decimal places.
- Both the weighted and un-weighted GPA appear on the transcript.

Grade points will be assigned according to the following 4.00 weighted scale:

Grades	AP, Honors & Pre-AP	Academic
90-above	5.00	4.00
85-89	4.00	3.00
80-84	3.00	2.00
70-79	2.00	1.00
69 and below	0	0

### Cumulative Numeric Average (CNA) (100-point weighted scale)

- AP and Pre-AP class grades are weighted to determine weighted CNA. When calculating the weighted CNA add the following weighting:
- AP class grades are multiplied by 1.1
- Dual Credit class grades from the UNW are multiplied by 1.1
- Pre-AP class grades are multiplied by 1.05
- Weighted grades are not displayed on report cards or transcripts. They are only used in calculations.
- If there is a tie in weighted GPA for Valedictorian, then the highest weighted CNA will be awarded Valedictorian and the second highest weighted CNA will receive Salutatorian.

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*BCS policies may be changed from time to time, as the school, in its sole discretion, may elect. Furthermore, such policies shall be considered in light of the overall policies and proceedings established for the school's students. The policies expressed herein, as they may be amended from time to time, shall supersede and have control over any previously published guidelines and/or policies.*

- The weighted CNA will be used to determine class ranking, Honor Graduates, and Honor Society eligibility.
- The CNA will be carried out to three decimal places.
- Both the weighted and un-weighted CNA appear on the transcript.

### **Class Rank**

Due to the small class size, the student body at BCS is atypical; thus ranking students strictly by grade point average would not accurately reflect a student's accomplishments or capabilities. Therefore, BCS ranks only the top 10% of the graduating class and does not rank otherwise.

### **Quartile**

Final Quartile will be determined at the end of the second semester of the 12<sup>th</sup> grade. The quartile shown on the transcript may change at the end of each semester grading period.

- First quartile is weighted CNA of 90.000 and above.
- Second quartile is weighted CNA of 85.000 to 89.999.
- Third quartile is weighted CNA of 80.000 to 84.999.
- Fourth quartile is weighted CNA of 79.999 and below.

### **Selection Of Valedictorian**

The senior class Valedictorian is the graduating senior who meets all eligibility requirements, whose weighted GPA at the end of the first semester of the senior year is the highest in the class, and whose conduct demonstrates exemplary Christian character as determined by the Head of School. To be eligible for Valedictorian, a student must be graduating with honors, a student must have consecutively attended BCS since the beginning of the first semester of the 10<sup>th</sup> grade, and the student must be active in a church.

The announcement of Valedictorian and Salutatorian will be made by April 15<sup>th</sup> of each year.

If academic achievement or conduct deteriorates during the last semester of the senior year, the Head of School has full authority to not allow the student selected to serve as Valedictorian. If this occurs, the second highest weighted GPA in the class will become Valedictorian and the third highest weighted GPA in the class will become the Salutatorian. The Appeal Process as outlined in this handbook applies to this decision as well.

### **Selection Of Salutatorian**

The senior class Salutatorian is the graduating senior who meets all eligibility requirements, whose weighted GPA at the end of the first semester of the senior year is the second highest in the class, and whose conduct demonstrates exemplary Christian character as determined by the Head of School. To be eligible for Salutatorian, a student must be graduating with honors, a student must have consecutively attended BCS since the beginning of the first semester of the 10<sup>th</sup> grade, and the student must be active in a church.

The announcement of Valedictorian and Salutatorian will be made by April 15<sup>th</sup> of each year.

If academic achievement or conduct deteriorates during the last semester of the senior year, the Head of School has full authority to not allow the student selected to serve as Salutatorian. If this occurs, the third highest weighted GPA in the class will become Salutatorian. The Appeal Process as outlined in this handbook applies to this decision.

## **Transcript**

An official high school transcript has the BCS official seal, a school official's signature and is sealed in an envelope with a stamp on the envelope seal. To request an official high school transcript fill out a "Transcript Release Form" and turn it into the Front Office. This form is found on the website and in the Front Office. Fill in the college name and the College Admissions Office address on the request form. If the college requires a specific cover document to be included with the transcript, please include that with the Transcript Release Form. (Example: Texas A&M requires such a document to be included with the transcript.) The school will then mail the transcript directly to the college. Allow five working days for the transcript to be printed and mailed.

Parents may request an unofficial transcript at any time. To request an unofficial high school transcript fill out a "Transcript Release Form" and turn it into the Front Office. This form is found on the website and in the Front Office. Allow five working days for the transcript to be printed and mailed to the parent.