

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: May 4, 2018

To: Senior High School Principals and Area Superintendents

Subject: 2018-2019 UC 'A-G' COURSE LIST UPDATE

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

Due Date: Friday, May 18, 2018

Action Requested: Complete and return the attached 2018–19 UC 'a-g' Subject Area Course List Worksheets and signed Principal Certification Form (Attachments 2 and 3) to Karen Wilson in the Office of Secondary Schools by **Friday, May 18, 2018**

Attachments:

1. 2018–19 UC 'a-g' Course List Update Instructions
2. 2018–19 Principal Certification Form
3. 2018–19 UC 'a-g' Subject Area Course Worksheets

Brief Explanation:

The University of California requires all high schools and districts to annually update their UC 'a-g' Course Lists to accurately reflect the 'a-g' courses that each high school will offer in the upcoming school year. As in years past, all district high schools' UC 'a-g' Course Lists will be updated centrally by the Office of Secondary Schools through a districtwide submission, using information high schools provide on the 2018–19 'a-g' course list update documents attached to this circular.

Action:

High schools are asked to update the 2018–19 UC 'a-g' Subject Area Course Worksheets as described below and return them via school mail, along with the signed Principal Certification Form, to Karen Wilson, Office of Secondary Schools, Room 2005, Eugene Brucker Education Center by **May 18, 2018**.

UC 'a-g' Course List Update Instructions (Att. 1)

Before updating the worksheets in Attachment 3, please read this document in its entirety as it contains important new information about UC 'a-g' course approvals, honors courses, and pending ICC actions to some of the 'a-g' pilot and site-adopted courses listed. It also includes detailed instructions on how the worksheets should be updated.

Principal Certification Form (Att. 2)

Principals are responsible for ensuring the accuracy of the courses reported on their school's official UC 'a-g' Course List. To that end, a signed Principal Certification Form must be returned with the school's updated 2018-19 Subject-Area Course Worksheets attesting to their accuracy permitting the information to be submitted as the school's official 2018-19 UC 'a-g' Course List by **Friday, May 18, 2018**. Worksheets returned without a signed Principal Certification Form will not be processed.

UC 'a-g' Subject-Area Course Worksheets (Att. 3)

The information displayed in the UC 'a-g' subject-area worksheets' grid represents schools' course choices for the 2017-18 school year. These choices must be updated for the 2018–19 school year by removing courses that will no longer be offered and adding new 'a-g' courses that are planned to be offered 2018-19. UC 'a-g' Course Lists are year-specific, schools' updated worksheets should contain only those 'a-g' courses that students at the site can actively enroll in next year.

Updates made to the 'a-g' worksheets do not affect courses on schools' NCAA Course Lists, which are maintained separately. Questions concerning NCAA lists should be directed to Kim George in the Office of Secondary Schools at (619) 725-7568, or kgeorge@sandi.net

Questions concerning the 2018–19 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

APPROVED:



Cheryl Hibbeln
Executive Director
Office of Secondary Schools

Attachments (3)

Distribution: Lists B and F