

Wilmot Union High School

Academic & Career
Planning Guide
2025-2026



Academic Resources

Course Offerings

Career & Post-Secondary Planning

Wilmot Union High School Mission Statement

Preparing college, career, and civic ready graduates

District Vision

Becoming a destination district.



HIGH SCHOOL OFFICE AND ADMINISTRATION

(262) 862-2351

STUDENT SERVICES OFFICE

(262) 862-2351 ext. 324

For a detailed listing of our current course offerings please visit the following website.

[Wilmot Union High School
Academic Career Planning Guide](#)

GRADUATION REQUIREMENTS

Subject	WUHS Minimum Graduation Requirements	Minimum Requirements for College Admission	Recommendation for Highly Selective Colleges
English	4	4 college bound credits recommend AP level	4 – 5 credits including AP level
Math	3	3 credits to include Algebra, Geometry & Algebra II	4 credits including AP level
Science	3	3 credits Recommend AP level	4 + credits to include Biology, Chemistry, Physics including AP level
Social Sciences	3	3 credits Recommend AP level	4 + credits including AP level
World Language	0	Varies from college to college	4 credits of the same language
Financial Literacy	0.5		
Health	0.5		
Physical Education	1.5 (only 0.50 credit per year counts toward graduation requirements)		
Fine Arts	0		1 or more credits of performing arts required for some schools
Electives	8.5	4 Academic Electives	Academic Electives Recommended
Total	24	17 + Academic Credits	20 + Academic Credits

*Requirements may vary, please check university admission websites. Students are encouraged to take more than the minimum number of credits, including Advanced Placement courses.

**Students seeking admission to highly competitive institutions should consider taking as many academically rigorous and Advanced Placement courses as possible. UW-Madison falls under the highly selective college category.

GRADUATION PLANNING GUIDE

Wilmot Union High School requires a full-time student to be enrolled in a minimum of 6 courses per semester. A minimum of 24 credits are required to fulfill graduation requirements. Within these 24 credits, the following subject areas are required:

FRESHMAN YEAR

English	1.00 Credit
**Math	1.00 Credit
Physical Education 1	0.50 Credit
Health	0.50 Credit
Biology	1.00 Credit
US History	1.00 Credit
Elective	minimum 1.00 Credit

SOPHOMORE YEAR

English	1.00 Credit
**Math	1.00 Credit
*Physical Education	0.50 Credit
Chemistry	1.00 Credit
World History	1.00 Credit
Electives minimum	1.50 Credit

JUNIOR YEAR

English	1.00 Credit
**Math	1.00 Credit
*Physical Education	0.50 Credit
*Science	1.00 Credit
Government	0.50 Credit
Electives minimum	2.00 Credits

SENIOR YEAR

English	1.00 Credit
Financial Literacy	0.50 Credit
Social Science Elec	0.50 Credit
Electives minimum	4.00 Credit

Social Studies Update and Course Selection Guide

	24-25	25-26	27-28
Class of 2026	United States History	Social Studies Elective 0.5cr	
Class of 2027	World History	American Government	Social Studies Elective 0.5cr
Class of 2028	United States History	World History	American Government

**Most common sequence of courses is Algebra, Geometry & Algebra 2. 1 year of Algebra and 1 year of Geometry are required for graduation. 7th and 8th grade students who earn credit in Algebra and/or Geometry at Wilmot Union High School or at their respective feeder school that has a transcribed agreement with WUHS will receive GPA credit for those courses. WUHS strongly recommends that those students still enroll in 2 more years of math at the high school level.

* 1.5 semester credits of Physical Education (0.50 credit per year counts toward graduation) and 3 credits of Science are required for graduation. A student has the option of completing them during any of the years indicated.

EARLY GRADUATION

Students who wish to graduate early should meet with their school counselor to determine eligibility. Once it is determined that the student can meet graduation requirements earlier than the scheduled semester of graduation, the student, with parent approval, must complete the Early Graduation Request Form, available from their school counselor and submit it to the Principal for approval by September 1st. The form will include the following questions:

- 1) How will early graduation enhance your future goals?
- 2) What research/specific steps have you done/taken to be certain that your goals are realistic?
- 3) What, if any, background experience do you have in preparation for or related to your above mentioned goals?
- 4) Any interest in Start College Now, Early College Credit Program, or PACC/PIE courses?

Students who elect to graduate early will be responsible for completing all of the graduation requirements by the end of their 1st semester of their Senior Year. In order to do this, they will have to complete one full credit of English during or prior to the 1st semester of their Senior year.

GRADUATION CEREMONY PARTICIPATION

A student will not receive a signed diploma until all Wilmot Union High School requirements have been fulfilled. Students who graduate early may participate in the graduation ceremony with their graduating class. Participation in the commencement ceremony is a privilege which can be revoked by an administrator.

Students must be within 1 credit of meeting the graduation requirements, by 3pm on the Thursday prior to graduation, in order to participate in the Graduation Ceremony.

COURSE REGISTRATION Scheduling Timeline

January	<ul style="list-style-type: none"> ● Online Course Registration Open <i>(See instructions below for accessing online registration via Student Access)</i>
February	<ul style="list-style-type: none"> ● All Students meet with their school counselor for individual course selection ● Early College Credit Program and Start College Now (ECCP/SCN) February 15 early registration deadline. Student schedules will be adjusted based upon acceptance into the ECCP/SCN Program
March	<ul style="list-style-type: none"> ● Individual Course Registration completed by March 1st ● Final State Deadline - ECCP/SCN applications are due March 1st for fall semester courses. Course registration requests will be adjusted upon acceptance into the ECCP/SCN Program
April/May	<ul style="list-style-type: none"> ● Schedule change requests are available by appointment with students' school counselor
June/July	<ul style="list-style-type: none"> ● Final course request changes are due June 1st ● Summer School is in session ● School counselors will be in their offices on a limited basis. Students and parents may contact school counselors via email for any scheduling questions ● Final schedules are available once the annual online registration is completed by a parent/guardian
August/ September	<ul style="list-style-type: none"> ● School year begins ● Schedule changes may be honored for the first 3 days of school only for schedule conflicts ● New courses can be added during the first 3 days of school ● Individual Planning Conferences with School Counselors begin ● Early College Credit Program (ECCP) Sept. 15 early registration deadline. Student schedules will be adjusted based upon acceptance into the ECCP Program
October	<ul style="list-style-type: none"> ● Final State Deadline - ECCP/SCN applications are due October 1st for spring course requests. Student schedules will be adjusted based upon acceptance into the ECCP Program ● Continuation of Individual Planning Conferences with School Counselors
November	<ul style="list-style-type: none"> ● Continuation of Individual Planning Conferences with School Counselors
December	<ul style="list-style-type: none"> ● Continuation of Individual Planning Conferences with School Counselors

Instructions for Accessing On-Line Registration via Student Access <https://www.wilmothighschool.com/>

1. Click "Students"
2. Click "Skyward Student Access"
3. Log in using information previously provided
4. Click "Course Request"
5. Click "Courses for 2023-2024"
6. Click "Update Requests"
7. Highlight course by clicking on it
8. Click "Add Course" *Note: You must have a minimum of 6 credits selected*
9. Click "Alternate Courses"
10. Choose 2 credits of Alternate Courses

SCHEDULE CHANGES

Each year a new master schedule is created to accommodate students' course requests. Faculty members are employed, textbooks are purchased, and rooms are assigned based on these requests. Changes in elective choices will not be approved after **June 1st**. Schedule change requests will be considered for educational reasons only and honored as space is available. **Students must remain in the class until their schedule has been changed by their counselor.**

DROPPING A COURSE

A student's request to drop a course may be considered if extraordinary circumstances warrant it and after a meeting between the student, current teacher, parent, counselor and an Associate Principal is held. In cases in which dropping a course is approved, a grade of "WF" (Withdrawn/Fail) will be assigned to the course for the current and future grade reports up to and including the semester. The "WF" will appear on transcripts as a semester grade and will be considered in GPA calculation.

ADDING A COURSE

Students may add a class in place of a study hall during the first three days of a semester if:

- space is available

- the student's schedule does not need to be rearranged
- the change moves the student from a larger class to a smaller class with the same teacher

SPECIAL SCHEDULING OPTIONS

COURSE REVIEW (RETAKE)

Students may choose to review that course once for subject mastery. Because credit may not be duplicated the credit earned from the original course will be removed and not considered in GPA calculation. Please see your School Counselor for an [Educational Options Form](#) and more information.

COURSE FAILURES

If only a semester of a required full year course is successfully completed, only the failed semester will need to be repeated.

COURSE AUDIT

Students wishing to participate in a class but do not want the traditional grade or credit issued may choose to audit a class. Students auditing a course are expected to attend the class each day, complete all assignments, take exams and finals and participate in all class activities. Please see your School Counselor for an [Educational Options Form](#) and more information.

INDEPENDENT STUDY

When a student has a credit deficiency or a scheduling conflict that cannot be remedied in any other fashion, the student can propose an Independent Study project as an elective that applies toward graduation requirements. Students wishing to pursue an independent study project should speak with their School Counselor and complete the [Educational Options Form](#), available in the Student Services Office. Independent Study Credit is limited to 0.50 per semester.

EXTERNAL CREDIT

CORRESPONDENCE COURSE CREDIT

Wilmot Union High School will accept credit for correspondence coursework from accredited programs. Correspondence courses may be used as credit recovery or in extreme cases to alleviate scheduling conflicts. Wilmot Union High will accept up to 1.00 credit for correspondence work completed per high school career. This credit will not be considered in GPA calculation. Students are responsible for all costs of the course, and for having an official transcript of grades sent from the program to Wilmot Union High School. See your School Counselor for more information.

TRANSFER CREDITS

All transfer credits must come from accredited institutions. A transcript must be supplied by the prior school and show final grades earned and credits earned. Grades and credits earned at other high schools will be placed on a Wilmot transcript however; these transfer grades will not be considered when calculating GPA and class rank.

SUMMER SCHOOL INFORMATION

6-WEEK SUMMER ENRICHMENT PROGRAM - The summer school courses will meet for the traditional six-week summer school schedule. These courses will be made available to all students interested in pursuing credit acquisition. This program is designed for both incoming freshmen who want to get a jump start on their high school career and for current WUHS Students who may want to refresh their knowledge or recover credit in required coursework.

EDUCATIONAL PROBLEM- SOLVING PROCESS

One of the most important lifetime skills that can be developed through participation is problem solving. Students should learn to embrace it as an educational opportunity. The following steps should be followed in the order presented when trying to resolve a problem.

1. The student should speak with their parent/guardian regarding the problem. Discussion should focus on ways to resolve the problem. If the problem is not resolved, proceed to step #2.
2. The student should talk with the classroom teacher involved to resolve the problem. If the problem is not resolved, proceed to step #3.
3. The parent should contact the classroom teacher to arrange a parent, teacher, student conference. If the problem is not resolved, proceed to step #4.
4. The parent should contact the School Counselor assigned to the student to arrange a teacher, parent, student, counselor conference. If the problem is not resolved, proceed to step #5.
5. The parent should contact the building Principal to arrange for a conference regarding the matter. If the problem is not resolved, proceed to step #6
6. The parent should contact the District Administrator to discuss the issue.

GRADING INFORMATION

STANDARDS BASED GRADING (SBG)

The purpose of grading at WUHS is to communicate students' current levels of learning.

Shifting to standards-based learning and grading aligns with our work as a Professional Learning Community and ensures fair, accurate, and informative grading to launch student learning and growth. Success is measured against standards, not other factors (behavior, extra credit, and/or teacher) or other students.

For more information on SBG at Wilmot, visit our website:

[Wilmot Union High School - Standards Based Grading](#)

GRADE POINT AVERAGE

The Grade Point Average (GPA) is used to describe a student's academic progress. GPA's are calculated after each grading period, however only the GPA at the end of each semester will appear on a student's transcript. The table below outlines the various GPA weights as they relate to our letter grades.

UNWEIGHTED GRADES

Unweighted grades are the most accurate reflection of earned academic progress. This number is reflective of the numeric value of an earned grade multiplied by the credit value of the course. All students earn an Unweighted GPA total that is shown on their transcript. Note: *A Weighted GPA equal to the Unweighted GPA will be shown on the transcript if the student has not taken any courses that were assigned a weighted value.*

WEIGHTED GRADES

This number reflects a grade earned in a very rigorous level of course work and is therefore granted additional grade points reflective of the challenge. As an example, Advanced Placement courses earn additional grade points due to the courses being universally accepted at colleges or universities across the country. All students taking courses that earn weighted grade points will see an Unweighted and a Weighted GPA on their transcript.

****Please note that beginning with the class of 2026, the 4.5 weighted middle column will not be applicable. All weighted grades will be on the 5.0 weighted scale.***

GRADE POINT AVERAGE			
GRADE	UNWEIGHTED	HONORS WEIGHTED	AP WEIGHTED
A	4.00	4.50	5.00
A-	3.67	4.17	4.67
B+	3.33	3.83	4.33
B	3.00	3.50	4.00
B-	2.67	3.17	3.67
C+	2.33	2.83	3.33
C	2.00	2.50	3.00
C-	1.67	2.17	2.67
D+	1.33	1.83	2.33
D	1.00	1.50	2.00
D-	0.67	1.17	1.67
F	0.00	0.00	0.00

Weighted Grades

Students will earn weighted grades (5.0 scale) for all AP courses, transcribed dual credit courses taught at WUHS, Start College Now/Early College Credit Program courses, Honors courses, and all PLTW courses.

The Honors Distinctions would be the following, and based on cumulative weighted GPA after the 7th semester:

- A. Summa Cum Laude (with Highest Honor/Distinction): 4.0 or higher
- B. Magna Cum Laude (with Great Honor/Distinction): 3.75-3.99
- C. Cum Laude (with Honor/Distinction): 3.5-3.74

CLASS RANK

WUHS does not utilize class rank except to determine the top three students for the Wisconsin Academic Excellence Scholarship, using a weighted cumulative GPA at the completion of the 7th semester.

The Southern Lakes Conference Top 10 is based on the highest laude scores at the completion of the 7th semester.

Grades and credits for the following courses are recorded on a student's transcript; however, they are not included in the GPA calculation or class rank:

- Grades earned at other academic institutions
- Grades earned through Correspondence Courses
- Grades earned prior to 9th grade unless earned at Wilmot Union High School or through an articulated agreement.

HONOR ROLL

Honor Roll is calculated using the student's unweighted GPA at the end of each semester. Students receiving an "I" (Incomplete) are not eligible for the honor roll. Students must be full-time and on track to graduate with their class in order to qualify for Honor Roll recognition. High Honor Roll includes all full-time students with an unweighted GPA at or above 3.6. Honor Roll includes all full-time students with an unweighted GPA of 3.25 to 3.59.

TRANSCRIPT INFORMATION

Transcript information regarding classes taken and grades earned will not be changed once it is entered on the student's transcript. Because credit may not be duplicated, in the cases of courses reviewed, credit (if earned) will be removed from the original course. The original grade will remain on the transcript but will not be reflected in GPA.

Any course that is paid for by Wilmot Union High School or is offered in the Wilmot Union High School Planning Guide will be counted toward credit and GPA. 7th and 8th grade students who earn credit in Algebra, Geometry, or Spanish at Wilmot Union High School or at their respective feeder school with transcribed Geometry, Algebra, and/or Spanish will receive GPA credit for those courses as long as state criteria is met. WUHS strongly recommends that those students still enroll in 2 more years of math at the high school level.



[PACC - Parkside Access to College Credit](#)

WHAT IS PACC?

Earn College Credits in High School

The Parkside Access to College Credit Program (PACC), is an equitable concurrent enrollment program at the University of Wisconsin-Parkside. Concurrent enrollment refers to programs that enable you to enroll in courses that earn both high school and college credit, taught by university-authorized high school teachers at the high school during the regular school day. These programs increase your access to higher education, shorten the time to degree, lower the cost of college for you, and improve high school-college relationships. High school juniors and seniors, (sophomores by exception) in good academic standing and on track to graduate in four years are eligible to participate in PACC.

PACC courses will appear on your UW-Parkside transcript. PACC courses are the same courses as those available at the UW-Parkside campus. Your high school teacher and a UW-Parkside faculty member work together to develop these college-level courses within your high school.

PACC Courses Offered at Wilmot Union High School

- ENG101: Composition and Reading
- HIST101: Origins to Reconstruction
- HIST102: Reconstruction to Recent Time
- MUS101: Fundamentals of Music
- MUS106: Jazz Appreciation
- MATH203: Intermediate Stats



WHAT IS PIE?

The PIE program allows high school students to earn college credit while still in high school. Qualified high school teachers lead a course with an approved university syllabus allowing students to experience the pace, rigor, and expectations that they will find on a college campus. PIE course grades appear on a UW-Whitewater college transcript and are accepted as college credit on our campus or can be transferred to other accredited colleges or universities. Students should check with those institutions about their transfer policies.

PIE Courses Offered at Wilmot Union High School

- ENG504: The Contemporary Novel
- ITP102: Intro to Special Education
- ENG505: Multicultural Literature of the United States



Advanced Placement Course Information - What is Advanced Placement? The Advanced Placement Program (AP) is a cooperative educational endeavor between high schools and colleges or universities. It allows students to enroll in college-level courses while in high school, and gives them the opportunity to show mastery by taking an AP exam. Additional work outside of the traditional school year will be required for many AP courses.

AP Parent Meeting

An informational meeting will be scheduled in conjunction with the Panther Expo for parents of students who are interested in or have requested AP courses.

AP Exams

AP Exams are given during the second and third week of May. Every student takes the same exam at the same time. Students are not required to take the AP exam.

Benefits of AP Courses

The benefits of AP courses are multifaceted. They begin with helping the student adjust to the rigors of college/university courses; the pace, the amount of work and time involved, and the high expectations of the instructors. They continue with rigorous, challenging coursework and successful completion (passing the AP exam) culminates with the student receiving

credit, advanced placement, or both at most colleges and universities. Students are also able to enroll in a higher-level course at college as freshmen. This not only translates into time saved, but also financial savings for each credit earned while in high school. The amount of credit received varies, depending on the college/university, the AP score, and the subject. As a result, all students planning to apply and enroll in a University are strongly encouraged to take at least one AP course in their Junior and Senior years.

Advanced Placement Courses Offered at Wilmot Union High School

- AP Studio Art and Design 2D
- AP Language and Composition
- AP Literature and Composition
- AP Biology
- AP Chemistry
- AP Calculus AB
- AP Calculus BC
- AP Physics
- AP Economics
- AP Psychology
- AP World History
- AP Environmental Science
- AP Human Geography
- AP PreCalculus

All students planning to apply and enroll in a University are strongly encouraged to take at least one AP course in their Junior and Senior year. AP courses promote rigor, challenging course work and college readiness.

HONORS LEVEL COURSE INFORMATION

Honors Courses are offered by the English, Mathematics, Science and Fine Arts Departments. An Honors Course is a course that is more academically rigorous in content. The course descriptions for each Honors Course includes a summary of the content and expectations along with predictors for success. Students and their parents should review this information carefully to see if there is a match between the demands of the course and the students' interests and abilities.

EARLY COLLEGE CREDIT (ECCP) and START COLLEGE NOW (SCN) PROGRAMS

The ECCP and SCN programs allow all public high school juniors and seniors who meet certain requirements to take post-secondary courses at a UW institution, a Wisconsin technical college or one of the state private, nonprofit institutions of higher education. Per DPI guidelines PI 40.07(2), Wis. Admin. Code, one semester credit offered by a postsecondary course is equivalent to $\frac{1}{4}$ high school credit. The program opens the door to greater learning opportunities for students who are considering a technical career, students wishing to begin college early, or students who want to prepare to enter the workforce immediately after high school graduation. **Please see your School Counselor for information regarding this option and pick up an enrollment packet that will guide you through the application process.**

All information must be returned to your School Counselor by the following dates:

SCHOOL YEAR	SEMESTER	WUHS EARLY REGISTRATION DEADLINE DATE	STATE FINAL REGISTRATION DEADLINE DATE
Next Academic Year	First	February 15	March 1
Current Academic Year	Second	September 15	October 1

EARN COLLEGE CREDIT IN HIGH SCHOOL

Wilmot Union High School offers a variety of options for college credit. This includes AP courses, SCN/ECCP, and PLTW courses. WUHS also offers a variety of dual-credit and transcribed courses taught by WUHS staff. These can easily be found on our ACP Homepage <https://www.wilmothighschool.com/acp/> by filtering the courses with the *College Credit* filter settings.

Transcribed: A "TC" in the ACP guide indicates that the teacher is teaching the college's course (Gateway, UW-Whitewater, or UW Parkside). Teachers have permission to teach this course at WUHS using the course description and curriculum from the college. Students can earn dual credit (high school and college credits) in any of our transcribed courses from the college/university the course is associated with.

Dual Credit: Though the transcribed courses provide the opportunity for dual credit, students can earn both high school and college credits through SCN/ECCP courses or through the CNA program. Transcribed courses are not the only route to dual credit, but since they are taught by WUHS staff and built into the master schedule, sometimes students find this to be the best route to begin to earn college credits.



Empower Tomorrow's Biomedical Science Professionals Today

Whether discovering new cancer treatments or teaching healthy lifestyle choices to their communities, today's biomedical science professionals are tackling big challenges to make the world a better place.

PLTW Biomedical Science students are taking on these same real-world challenges – and they're doing it before they even graduate from high school. Working with the same tools used by professionals in hospitals and labs, students engage in compelling, hands-on activities and work together to find solutions to problems. Students take from the courses in-demand knowledge and skills they will use in high school and for the rest of their lives, on any career path they take. PLTW Biomedical Science courses are part of the AP + PLTW biomedical science pathway.

Building a Strong Foundation for College and Career

By immersing students in activities like practicing suturing and constructing body structures from clay, PLTW Biomedical Science empowers students to build knowledge and skills in biomedical science, as well as in-demand, transportable skills like problem solving, critical and creative thinking, communication, and collaboration.

PLTW Engineering Students Become Tomorrow's Problem Solvers Today

From launching space explorations to delivering safe, clean water to communities, engineers find solutions to pressing problems and turn their ideas into reality. PLTW Engineering empowers students to step into the role of an engineer, adopt a problem-solving mindset, and make the leap from dreamers to doers. The program's courses engage students in compelling, real-world challenges that help them become better collaborators and thinkers. Students take from the courses in-demand knowledge and skills they will use in high school and for the rest of their lives, on any career path they take.

PLTW Engineering courses are part of the AP + PLTW engineering pathway.

Building a Strong Foundation for College and Career

Each PLTW Engineering course engages students in interdisciplinary activities like working with a client to design a home, programming electronic devices or robotic arms, or exploring algae as a biofuel source. These activities not only build knowledge and skills in engineering, but also empower students to develop essential skills such as problem solving, critical and creative thinking, communication, collaboration, and perseverance.

Bringing Computer Science to Life

At a time when computer science affects how we work and live, PLTW Computer Science empowers students in grades 9-12 to become creators, instead of merely consumers, of the technology all around them. The program's interdisciplinary courses engage students in compelling, real-world challenges. As students work together to design solutions, they learn computational thinking – not just how to code – and become better thinkers and communicators. Students take from the courses in-demand knowledge and skills they will use in high school and for the rest of their lives, on any career path they take.

WORK BASED LEARNING OPTIONS

Wilmot Union High School students have many opportunities to learn about the world of work. In fact, the majority of high school students work sometime during their high school years. Students who participate in school-supervised work-based learning have additional opportunities to learn employability skills and, with many programs, occupational-skills related to their high school courses. School-supervised work-based learning reinforces the connection between work and school, provides a chance for meaningful contact with adults/mentors, improves their chances for successful employment as young adults, and helps solidify career interests. For more information, contact the Career Technology Education Advisor, Tracy Strother at (262) 862-2351 ext. 317.

Program Requirements:

- Academic Good Standing
- 90% Attendance the Semester prior to application
- Junior (11th) or Senior (12th)
- No Article I Code of Conduct Violations
- Completed Application
- Recommendations may be required

State-certified Youth Apprenticeship (1 or 2 years)

Youth Apprenticeship (YA) is a specific state-certified, school-supervised work-based learning program, operated by Wisconsin's Department of Workforce Development (DWD). YA integrates school-based and work-based learning to instruct students in employability and occupational skills defined by Wisconsin industries. All YA programs include Employability Skills Certification. Some YA Programs may include a DWD-certified Pre-Apprenticeship Program Certification. Students receive a minimum 450 hours in one calendar year for a Level I YA and a minimum 900 hours in two calendar years for a Level II YA.

State-certified Youth Apprenticeship (continued)

Characteristics	WI Youth Apprenticeship	WI COOP	Work Experience Employability Skills Certificate Program
Paid/Unpaid	Paid Work Experience	Paid Work Experience	Paid Work Experience
Related Classroom Instruction	State Required Competencies	National Required Competencies	State Required Employability Skills Local Competencies
Supervision	Youth Apprenticeship Coordinator	Vocationally Certified Teacher	Vocationally Certified Teacher
Certificate	Yes	Yes	Yes
High School Credit	Yes	Yes	Yes
Post-Secondary Credit	Possible	Possible	Possible
Required Number of Work Hours	450/900	400	480
Administered by	Dept. of Workforce Development	National Restaurant Association Foundation	Dept. of Public Instruction Local School District
Typical Time to Complete	1 or 2 years (11 th and/or 12 th grade)	2 years (11 th and 12 th grade)	1 or 2 years (11 th and/or 12 th grade)
Content Areas	-Financial -Health Services -Hospitality, Lodging and Tourism -Drafting & Design: Engineering Mechanical -Manufacturing: Machining Welding -Auto Technician	-ProStart Culinary	Must be enrolled in Professional Seminar

WORK BASED LEARNING COURSE DESCRIPTIONS

Work Experience

Co-requisites Professional Seminar

Credit: Up to 2.0 Credits for working in a business setting Grades: 11-12

Students will learn about careers, business practices, and how to conduct themselves in a professional and ethical manner. This program also combines in school instruction with paid employment in an area business. Early release time is available. Students must achieve an Apprenticeship Certificate from the Department of Workforce Development, State Certified Co-op or Skills/Employability Certificate (21st Century Skills) from DPI in Madison or National Certification by completing this program to achieve work experience credit. One credit is obtained from the classroom experience and an additional 1.0 credit each semester may be obtained from work experience (credits are determined by the number of hours worked – 240 hours per semester).

Work Experience-Year 2

Prerequisite: Professional Seminar

Credit: 1.0 Credit per semester for working in a business Grades: 12

Early release time is available. Students must achieve an Apprenticeship Certificate from the Department of Workforce Development, State Certified Co-op or Skills/Employability Certificate (21st Century Skills) from DPI in Madison or National Certification by completing this program to achieve credit. One credit each semester may be obtained from work experience (credits are determined by the number of hours worked – 240 hours per semester).

Certified Nursing Assistant (C.N.A.) / Health Services Apprenticeship- Hosted at Wilmot Union High School

Prerequisite: Students wishing enroll in this program at Wilmot will need a *Contract for Service form* completed with their counselor

Credit: 0.75 for Gateway Technical College course plus up to an additional 1.0 Credit for working in a C.N.A. job

Grades: 11-12

This course is an introduction to nursing concepts. Content includes the nursing process as it relates to clients' needs such as safety, asepsis and comfort. Theory is reinforced with concurrent simulated practice in lab and clinical health care setting. Students will be taught during the week by Gateway Technical College at Wilmot Union High School with a clinical site in a local nursing home. Students are responsible for their own transportation. If students work as a C.N.A. 1.0 additional credits can be obtained for work experience per semester if a student works 225 hours.

PANTHER EDUCATIONAL ASSISTANTS PROGRAMS

The Panther Educational Assistants Programs are designed to offer juniors and seniors an opportunity to work closely with Faculty members, students, and other Wilmot Union High School personnel. Students participating in any of the programs are limited to participation in only one period of their school day and must be in addition to their 6th class.

Also, to be eligible, a student must do the following:

- Students must be on track to graduate with their graduating class
- Students must have **11 credits** after their Sophomore year or **17 credits** after their Junior year
- Students who fail any class at the end of the first, second, or third quarter, during the present school year, will be reviewed and possibly removed from the Panther Educational Assistants Program
- Students must have passed all classes in the previous semester
- Students enrolled in the Panther Educational Assistance Program cannot have had any truancies or out-of-school suspensions during their present or previous semester
- The teacher must submit the request via a form within **the first ten (10) days** of each semester

PEER TUTOR

Students can receive a $\frac{1}{4}$ credit per semester for tutoring within an academic department. Students who enroll in this program must display through previous coursework and/or via the teacher recommendation process that they will be able to work closely with students or small groups of students who need academic assistance. Department Tutors are assigned to a particular section and teacher to assist students within the course who need academic assistance. Students can be assigned, as Department Tutors, in lieu of a study hall.

OFFICE ASSISTANT

Students can receive a $\frac{1}{4}$ credit per semester for serving as an office assistant in the Student Services Office or the Main High School Office. Possible duties may include: office runners, filing, sorting, etc. Enrollment into this program requires a Teacher/Supervisor recommendation. Students can be assigned, as Office Assistants, in lieu of a study hall.

TEACHER ASSISTANT

Students can receive a $\frac{1}{4}$ credit per semester as a teacher assistant. This program is designed for, but not limited to, the following departments: P.E., Tech. and Engineering, Family and Consumer Education, Band, School Store (The Paw), or another lab-based class. Teachers who utilize Teacher Assistants must identify exact duties students will fulfill daily. Teacher Assistants will assist in setting up, cleaning

up, and provide assistance in the efficiency of a class or lab. Students can be assigned, as a Teacher Assistant, in lieu of a study hall.

RELEASE OF STUDENT INFORMATION

Wilmot Union High School recognizes the following directory information, which may be released to individuals or organizations making legitimate requests, including military recruiters and institutes of higher education, unless a parent requests that such information not be released. Any parents who wish such information not be made public should complete an opt-out form and return it to the high school office:

- Student's Name
- Student's Address
- Parent or Guardian Name
- Parent or Guardian Address
- Parent Telephone Number
- Date of Birth
- Student's Gender
- Grade Level
- Dates of Attendance
- Honors and Awards Received
- Participation in School-Sponsored Activities, Organizations and Sports
- Previous School Attended
- Yearbook or ID Photo

STUDENT RECORD PRIVACY ACT

The Family Education Rights and Privacy Act (FERPA) of 1974 required that prior consent must be obtained from a parent or legal guardian of a pupil before any information may be disclosed by Wilmot Union High School to third parties.

Exemptions to FERPA include:

- Requests from Wilmot Union High School faculty and staff with a legitimate need to know
- Requests in accordance with a lawful subpoena or court order
- Requests from officials of another school to which the student applied
- Requests from persons or agencies specifically exempted by the Act.
- Requests for directory information described above