

## Mass Academy Senior Year F2024 - S2025 [v2] Instructions to Research and Plan for WPI Courses, Part 1

### Overview

- Step 1 Research: Research appropriate-level WPI courses, various resources
- Step 2 Approval: Request course approvals from content teachers (due by Tue 5/07 7:45 am, changes can be made after)
- Step 3 Plan: Plan course sequences for the entire school year (due by Tue 5/07 7:45 am, with your course approvals)
- Step 4 Schedule: Build several schedules in Workday ("due" by Tue 5/14 10 pm)
- Step 5 Register: Register for courses in Workday (registration window opens Wed 5/15 at 1 pm)

### Web Resources

Resource	Description
<a href="http://massacademy.org">massacademy.org</a>	See several files under Resources -> Students and Families, WPI Course Selection Information
<a href="http://courselistings.wpi.edu">courselistings.wpi.edu</a>	To research courses offered next year, including descriptions, seats available, etc.
<a href="http://planner.wpi.edu">planner.wpi.edu</a>	A site to build schedules based on actual sections, days, and times *
<a href="http://hub.wpi.edu">hub.wpi.edu</a>	To launch Workday, re-make final schedules, and officially register

### The primary requirements

- a) 1 Math, 1 Sci, and 1 Hum course, each of the 4 terms (you cannot "double up" in a term)
- b) At least 2 terms of English, Literature, or Writing (EN-XXXX, or WR-XXXX)
- c) At least 2 terms of PE (WPI courses, or approved sports - ask Mrs. Ludes)
- d) Bio, Chem, U.S. History, Health, and PE courses on your transcript (details later in this document)
- e) Courses must be on the WPI campus, and In-Person

### When researching courses and sequences for the entire year consider

- a) What are the Mass Academy and state education requirements?
- b) Do you want to take courses in your interests or intended college major?
- c) Do you want to sample courses to help determine a college major or career?
- d) Do you want specific courses of interest, or common sequences to help transferable credits? (\*discuss)

### When building schedules consider

- a) Do you want to start early in the morning, or get out early in the afternoon?
- b) Do you want to schedule breaks between classes, or plan around commuting and employment needs?
- c) Do you want to get preferred courses, times, or professors? (\*discuss)

The 5 easy steps: Research, Approvals, Plans, Schedules, Register

### Step 1: Research appropriate leveled WPI courses

- a) Check the list of common courses taken by previous Mass Academy seniors (Senior-CommonCourses-ByTerms.pdf)
  - o You can also check viable full-year course sequences (Senior-FullScheduleSequences-200Examples.xlsx)
- b) Check [courselistings.wpi.edu](http://courselistings.wpi.edu) for course offerings next year, including course descriptions
- c) Appropriate-leveled courses are generally in 1000's and 2000's (check for prerequisites)
  - o The Mass Academy policy is that recommended background courses are required
  - o Mass Academy may have additional requirements not shown in WPI course descriptions (\*discuss)

### Step 2: Get course approvals from content teachers

- a) Start filling out the course information in the provided document. You can add in courses later if needed.
- b) Request courses you are interested in taking, and get approvals from the Mass Academy content teachers
  - o Some courses may get Not Approved, require different terms, or need other adjustments
  - o Some courses may have a separate Contract which will be handled by content teachers
  - o Get approval for ADDITIONAL courses! - It is common that you do not get into some of your first-choice courses
  - o You can get approvals for other courses next year, usually on a separate Change of Course paper form

### Step 3: Plan course sequences for the entire school year

- Use the provided tables to build your intended primary and secondary plans for the year
- These plans help you, your senior advisor, and content teachers map valid sequences for the year
- Make Primary and Secondary plans, but you should consider and build more plans as backups

### Step 4: Build several schedules in Planner Web

- Go to [planner.wpi.edu](http://planner.wpi.edu) (or use Helpful Links from Workday)
- Build schedules one term at a time, add several preferred schedules per term to Favorites
- Your complete senior year schedule must have:
  - One Math, one Sci, and one Hum course each term
  - At least two terms of English, Literature or Writing courses (EN-XXXX, or WR-XXXX)
  - At least two terms of PE (WPI courses, or approved sports - see Mrs. Ludes)
    - The PE courses do not take a slot away from your Math, Sci, and Hum courses
  - At least one course in U.S. History, if not already on your transcript, which serves as Hum course for a term
  - At least one Bio course, if one is not already on your transcript, which serves as Sci course for a term
  - All students must have Chem on their transcript by the start of senior year
- If you do not already have Health on your transcript, you will be required to complete an online Health course provided by Mass Academy – see Mrs. Ludes
- All courses have Lectures [L], some courses have Discussions [D] and Labs [X] as well. The screenshot example below shows:
  - EN 1251 is lecture only, Section A01 (term A, section 01)
  - CH 1010 has Lecture (AL03), Lab (AX05), and a Discussion (AD06)
  - MA 1021 has Lecture (AL04), Lab (AX02), and Discussion (AD04)
    - Additionally, MA 1021 requires a grouped Lecture and Discussion (e.g. group 4)

Course	Grading Basis	Credits	Sections						
			Section	Section Status	Instructional Format	Instructor	Start Date	End Date	Meeting Patterns
MA 1021 - Calculus I	Graded	3	MA 1021-AX02 - Calculus I	Open	Laboratory		08/24/2023	10/13/2023	W   9:00 AM - 9:50 AM   Unity Hall 241
			MA 1021-AL04 (group 4) - Calculus I	Open	Lecture		08/24/2023	10/13/2023	M-T-R-F   2:00 PM - 2:50 PM   Unity Hall 520
			MA 1021-AD04 (group 4) - Calculus I	Open	Discussion		08/24/2023	10/13/2023	T   9:00 AM - 9:50 AM   Portable Classroom
EN 1251 - Introduction To Literature	Graded	3	EN 1251-A01 - Introduction To Literature	Open	Lecture	Lance Schachterle	08/24/2023	10/13/2023	M-T-R-F   11:00 AM - 11:50 AM   Higgins Labs 202
CH 1010 - Chemical Properties, Bonding, And Forces	Graded	3	CH 1010-AL03 - Chemical Properties, Bonding, And Forces	Open	Lecture	Bruce Bursten	08/24/2023	10/13/2023	M-T-W-R-F   3:00 PM - 3:50 PM   Atwater Kent 116 Newell Hall
			CH 1010-AD06 - Chemical Properties, Bonding, And Forces	Open	Discussion		08/24/2023	10/13/2023	W   1:00 PM - 1:50 PM   Innovation Studio 203 Active Learning Classroom South
			CH 1010-AX05 - Chemical Properties, Bonding, And Forces	Open	Laboratory		08/24/2023	10/13/2023	M-R   4:00 PM - 5:50 PM   Goddard Hall 109 Chem Lab

- Practice Tasks: In [planner.wpi.edu](http://planner.wpi.edu), make the following "test" schedules for Term A that have the following:
  - MA 1021 Calc I, CS 1101 Intro Program Design, and EN 1251 Intro Lit (choice options, add to Favorites)
    - Make sure MA 1021 has blocks for Lecture, Lab, and Discussions (total 6 hrs per week)
    - Make sure MA 1021 has matching groups for Lecture and Discussion
  - MA 1021 Calc I, CH 1010 Chem1, and WR 1010 Elements of Writing (choose options, add to Favorites)
    - Make sure CH 1010 has blocks for Lecture, Lab, and Discussions (total 10 hrs per week)
  - We will go through a demo of searching courses, scheduling breaks, and adding schedules to Favorites
    - Now choose courses from your plans and continue making schedules for terms A, B, C, and D

### Step 5: Register for courses in Workday [pending...]

- You should be able to log into Workday through [hub.wpi.edu](http://hub.wpi.edu)
  - Your Workday student login should already be enabled from earlier this year
  - Check if you have any "Awaiting Your Action" tasks or pending "Registration Requirements" and complete any open items
  - We will revisit the Registration process on Fri 5/10
- The Mass Academy registration window opens from Wed 5/15 at 1 pm, and stays open thru the Summer

[see next page for FAQs]

### **Additional Information and Frequently Asked Questions**

- a) **NR's:** For a Mass Academy senior a WPI grade of NR (no record) is a failure. Failure in a Term A course results in dismissal from Mass Academy. A failure in Terms B, C, or D will prompt a reevaluation of the student's enrollment in Mass Academy and may lead to dismissal. See the Mass Academy Student Handbook for more info.
- b) **Humanities:** Two of the Humanities courses must be in English or Literature categories (EN-xxxx, or WR-xxxx); a third course must be in United States History unless your sending school transcript indicates that you have already passed a year-long equivalent course. Ask Ms. Small or Mrs. Post if you are unsure.
- c) **Science:** Should you take 4 terms in one full year topic of science, or diversify? Taking a 4-term sequence in one science topic may help the eligibility for transferrable credits but does not guarantee it. If you want a career in STEM but are unsure of the focus, then consider taking a complete semester in a science topic, or different topics each term.
- d) Some courses have additional Mass Academy requirements which may include Course Contract, and/or written permission from Mass Academy faculty. Discuss these courses with the Mass Academy content teacher of approval.
- e) **Physical Education:** The Mass Academy physical education requirement is that during the senior year, each student must participate in two (2) terms of physical education, selected from these options:
  - Enrollment in physical education courses at WPI, preferably during the A and C terms. WPI has asked us to avoid PE in term B for some college senior graduation requirements, and asked us not to take PE in term D.
  - Enrollment in SCUBA, karate, fencing, dance, etc. (with the approval of the Mass Academy Director)
  - Participation in a club or team sports program at a sending school, or participation in an organized club sport defined as having an adult coach and formal schedule (with the approval of the Mass Academy Director)
- f) Avoid Term D courses that meet only twice a week because student absences are too impactful. Some students may have conflicts due to competitions or college visits (do not schedule during in-session days).
- g) Any questions?