

Summer School Guide to Programming During Remote Learning (COVID-19)

OVERVIEW

Summer School is available to students in grade levels 3–12, and includes various programs for students based on their grade level, promotion status, and progress toward graduation, as follows:

- Students who are not making adequate progress towards meeting promotion benchmarks in June are required to attend summer school. Students in grades 3–8 who are mandated to attend summer school receive coursework using the summer school core curriculum.
- Schools recommend additional students for summer school based on a holistic review of their work and a demonstrated need for further academic support. See the [Promotion Guidance for Remote Learning](#) for additional information.
- High school students can take courses for credit in order to make progress towards graduation. Students often retake courses they failed or use summer school as an opportunity to get back on track if they have fallen behind.
- Consult *Students Mandated and Recommended for Summer School* in [NYCDOE’s Promotion Guidance](#) for additional details

The academic policies in this document pertain to all NYCDOE summer school experiences. **All academic policies that are in effect during the school year apply to summer instruction unless otherwise specified.** For guidance on policies that are not specific to summer, see the [Academic Policy Resources page on the Infohub](#). For additional information on summer school programs, see the [Summer in the City webpage](#). For additional support on promotion policy or using ATS and STARS, please refer to the [Promotion Policy and Processes page](#), the [ATS wiki](#), the [STARS wiki](#), or contact your [academic policy and systems lead](#).

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SUMMER SCHOOL PROCESSES AND TIMELINE

For specific dates by which processes must be completed, see the [Promotion and Summer School Operations Calendar](#).

| Processes |
|--|
| 1. Enter spring final grades in STARS for all students (Refer to Grading Policy Guidance for Remote Learning) |
| 2. Enroll eligible students in summer school in ATS |
| 3. Program students in summer school in STARS |
| 4. Enter final summer school grades in STARS for all students |

CONSIDERATIONS FOR COVID-19

Program Run Dates

- For elementary and middle school students who are required or recommended to attend summer school, the program will run from **Monday, July 6 – Tuesday, August 11**. Professional learning for teachers and staff will be offered on Wednesday, July 1 and Thursday, July 2.
- For high school students who are attending summer school, courses will run from **Monday, July 6 – Friday, August 14**. Professional learning for teachers and staff will be offered on Wednesday, July 1 and Thursday, July 2.
- For students with 12-month Individualized Education Plan (IEPs) services, students are expected to participate from **Thursday, July 2–Thursday, August 13**. Teachers will have a day for professional learning on Wednesday, July 1.

Key Shifts from Previous Years:

Course Offerings

- Grades 3-7: SITC will offer ELA and Mathematics as well as social-emotional learning, virtual field trips, and independent reading.
- Grade 8: SITC will offer ELA, Mathematics, Science, and Social Studies as well as social-emotional learning, virtual field trips, and independent reading.
- Grade 9-12: Any course may be offered in summer school, based on students’ needs. High school summer sites should be prepared to offer all courses students need to complete or retake to stay on track to graduation. High school students will also be offered social-emotional learning, virtual field trips, and independent reading.

Courses in Progress

- Students may attend summer school to continue working on courses in progress as offered in their grade band. Instruction for these students may not necessarily span the entire summer school period.
- For high school students working on resolving Courses in Progress (NX) marks, schools should schedule these students for [courses that carry variable credit](#) to ensure that only those students can receive zero credits in order to avoid double crediting. Students who are repeating courses will receive the appropriate amount of credits and term 7 final grades.

Grade Entry

- Grades alone do not dictate whether a student attends summer school; refer to the [Promotion Guidance for Remote Learning](#) for details.
- Schools should continue to use the remote learning final grading scales for any new final grades awarded in summer
- Teachers **must** enter 7 to 12 report card comments for all students who are mandated or recommended for summer school in a student's summer school subjects, as described in the [Grading Policy Guidance for Remote Learning](#). Summer teachers will use these comments to target summer instruction.
- Middle school NX grades earned in subjects other than those offered in summer school will remain on students' middle school transcripts
- Middle and High School NX grades should be updated in alignment with the [Grading Policy Guidance for Remote Learning](#) upon successful completion of summer courses.
- Middle school NX grades do not need to be updated beyond August.
- Refer to the [Grading Policy Guidance for Remote Learning](#) and the [Programming and Grade Entry Guide](#) for additional grade entry information
- Schools should maintain their pre-established grading scales for NYSAA students.

Programming

- Middle and High schools should continue to program students in term 7 in STARS for relevant courses aligned to Summer School offerings
- Schools must adjust their day/period/room scheduling structures due to the shift to remote learning
- Schools may need to use zero cycle days to account for courses without synchronous meeting times
- Refer to the [Programming and Grade Entry Guide](#) for additional programming information

Waivers

- Before the conclusion of the school year, **Affiliated (Sending) Schools** must use the [Request Add/Drop for Summer School](#) function in STARS to select course requests for students. They must request add/drop Regents exam course code enrollments for all students potentially eligible for a Regents Exam Waiver contingent on their successful completion of a summer school course.
- **Host (Receiving) Schools** should refer to the [Regents Exam Waiver Guidance](#) on the appropriate next steps.
- **Affiliated (Sending) schools** are responsible for certifying any graduates following Summer School per the typical processes.

KEY DEFINITIONS

Summer sites - All summer sites will be remote for Summer 2020. Remote sites will have a DBN and building code that represent the principal-in-charge's school year DBN and building code. These will be used for budgetary and staffing purposes only. **Students and staff are not to report to physical locations.**

- Typically, the DOE centrally funds approximately 325 sites for summer school and summer academy programs. These buildings are selected based on student enrollment and geographic accessibility. Because remote learning frees us from the confines of physical spaces and geographic limitations, we will operate fewer “summer sites” while serving more students.
- This summer there will be 134 elementary, middle, elementary/middle, and high school remote learning sites distributed across all districts. The number of sites per district is based on anticipated enrollment of mandated and recommended students for summer school.
- The list of summer sites is posted on the [Summer School 2020 InfoHub page](#).

Affiliation – For Summer School 2020, the affiliation process is when BCO Directors of Operations and Superintendents identify the remote learning summer site where students will attend summer school.

- All schools have been affiliated to one of the remote learning summer sites for summer 2020.
- The expectation of affiliated schools remains the same. Affiliated schools should collaborate and pool their resources to hire, program, and support students attending the summer site. The difference this year compared to previous summers is more schools will be affiliated to a summer site.

Host school – Each of the 134 remote learning sites has a principal-in-charge who is responsible for hosting summer school. The principal-in-charge's DBN and building code represent the host school for Summer School 2020. **These are the only DBNs that are considered “open” for summer.** These are also the only DBNs that will be available in STARS Term 7 for programming and grade entry. The host school is responsible for collaborating with all affiliated (sending) schools to:

- Hire and staff teachers, schedule and run classes, provide instruction, and award grades.
- Create official classes using the [SSFC](#) function in ATS and place pre-registered students in those official classes using the [SSCA](#) function in ATS.
 - Although host schools may use official classes to organize a group of students by grade level, affiliated school, etc., host schools are responsible for efficiently utilizing staff to maximize classes, offer a comprehensive catalog of courses.
 - For example, 20 students who need to retake Algebra 2 should not be separated into different courses by affiliated school if together they fill a single “classroom”.
- For middle and high schools, program students in STARS Term 7 for the courses they are taking as part of Summer School 2020. The host school's DBN is what will appear on the student's transcript once final grades are entered in STARS.

Affiliated (Sending) school – All schools must send their students to the host school they are affiliated with for summer 2020. The sending school is responsible for pre-registering students for the appropriate summer school program and working with the host school to hire and staff teachers and ensure their students are scheduled for the summer instructional program they need.

ESSENTIAL SPRING ACTIVITIES HEADING INTO SUMMER – ALL SCHOOLS

Before pre-registering students for summer school, schools must complete promotion decisions on relevant ATS screens including PDEC and PDHS. See the [Promotion Guidance for Remote Learning](#).

Set up summer programs and pre-register students

For Summer School 2020, the Summer School Opening ([SSOS](#)) and Summer Calendar ([SCAL](#)) functions in ATS have been prepopulated. The only DBNs that will be active for summer 2020 are the DBNs of the host school/principal-in-charge. Schools and field staff do not need to enter or confirm data in SSOS or SCAL.

1. Set Up Summer Official Classes (HOST SCHOOLS)

Schools hosting summer programs are responsible for creating summer official classes via the ATS Summer School Official Class Creation ([SSFC](#)) function. All Summer School 2020 programs must follow specific guidance in creating official classes. See the [Promotion and Summer School Operations Calendar](#) for additional information and support.

Receiving schools must also request new grade codes through the ATS function RQSA and selecting option 5. Schools must add Section 999 to receive students through SHIN.

2. Pre-Register Students (ALL SCHOOLS)

All sending schools are responsible for pre-registering students for a summer school program using the Summer School Pre-Registration ([SSPR](#)) function in ATS.

- Sending schools must pre-register all active students who will be attending a SITC program.
- Sending schools must use also the Summer School Alternate Start Date ([SSAD](#)) function in ATS to indicate which students will not begin their summer program until after the first day of SITC.
- Middle and high schools sending students should work with the receiving (host) school to identify courses the students will take over the summer and any applicable exam exemptions using STARS [Request Add Drop for Summer School \(Term 7\)](#). Affiliated schools must determine whether students would be eligible for exam exemptions pending completion of summer courses.
- Guidance on the process for notifying students and families of where students are preregistered to attend is forthcoming.

For questions about pre-registering students in ATS, identifying students as taking Regents exams only, and registering students for summer programs with alternate start dates, contact your [academic policy and systems lead](#).

Pre-registering Students for Multiple DBNs

Schools should use the “Shared DBN” column in [SSPR](#) to re-register students for multiple SITC programs. When pre-registering these students, enter the primary summer program’s DBN as the receiving school (Summer DDBSS) and the second program’s DBN as the shared DBN (Shared DDBSS). Schools then use the ATSSUM–[SHIN](#) functionality to initiate share instruction.

As a reminder, shared instruction differs from students being transferred to a new summer program. Under shared instruction, students will be active on both summer DBNs. For information on how to take summer attendance for these students, see the [SITC Administrative Guide](#).

PROGRAMMING

Programming Elementary School Students for Summer School

Create official classes in ATS

STARS Classroom is not available for elementary school summer programming (Term 7). Instead, elementary schools should utilize summer official classes in ATSSUM to differentiate the programs students are enrolled in and to generate attendance. Create official classes using the ATS–[SSFC](#) function, and assign students to the official classes using the ATS–[SSCA](#) function; this information will copy over to ATSSUM in late June.

Programming Middle and High School Students for Summer School

Over the summer, students in grades 6–12 are provided the opportunity to finish incomplete courses. Students in grades 9–12 may also make-up deficiencies in graduation requirement credit areas. Use the following steps to program for Summer School.

1. Create official classes in ATS.

Create official classes using the ATS–SSFC function and assign students to the official classes using the ATS–SSCA function. All students in grades 3–12 must be placed in designated official classes. This information will copy over to ATSSUM in late June.

2. Identify courses being provided.

Sending schools should work with receiving (host) schools to identify courses the students will take over the summer and potential exams waivers using STARS [Request Add Drop for Summer School \(Term 7\)](#).

3. Create course codes in Term 7.

For students in grades 6–12, receiving (host) schools must organize their summer term (Term 7) in STARS Admin with the courses, exams and programs they are offering.

Course codes used in Term 7 align with the standardized course code practices described in the [Middle School Course Code Directory](#) and [High School Course Code Directory](#). STARS Admin provides schools with Summer School Starter Packs. Summer course codes are identified with an ‘F’ in the third character position. Students in grade levels 6–12 are scheduled for summer courses in STARS Admin using the middle school and high school standardized course codes designed for summer school. Information on these starter packs can be found in [appendix B](#) and [appendix C](#) at the end of this document.

The STARS Admin Client function ‘Copy Code Deck’ is not available for schools in Term 7. Instead, receiving schools should use the available standard summer school starter course and August exam codes, using the following options found in the STARS Admin [Custom Report 6.59](#):

- 47 - MS Summer School Courses Starter Pack (see full list in [appendix B](#))
- 30 - MS August Accelerated Exam (see full list in [appendix B](#))¹
- 48 - HS Summer School Courses Starter Pack (see full list in [appendix C](#))
- 35 - HS August Regents (see full list in [appendix D](#))

¹ MS Accelerated Summer School Course Starter Pack will also be available this year. Option updates and list of codes are forthcoming.

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After downloading the starter packs, schools should modify the course codes within Term 7 to fit the needs of their summer program. Schools should then use the [STARS Admin Client Course Editor](#) to create new course codes and make inactive any course code they are not using over the summer. Note: all sending schools who pre-register students to their summer program using SSPR will see all courses available in Term 7 when they complete the [STARS Request Add Drop for Summer School \(Term 7\)](#).

Use STARS Admin Custom Report 4.16, Option 1 in Term 7 to see a list of all available course and exam codes in addition to confirming associated credit value, Grade Average Factor (G.A.F), and course name of the courses being offered.

4. Program all students for the courses they are expected to take over the summer.

Middle and high schools should use STARS Client to create school-wide master schedules and use STARS Admin to schedule students for summer courses and experiences. This information will help inform students' programming for the next school year and their progress toward graduation.

Schools should program students for Term 7 before the end of the school year, to the best extent possible. This allows schools to notify students of their summer academic program before the last day of school.

Schools with students in grades 6–12 must use STARS Admin to represent summer courses and experiences on students' transcripts.

5. Create a Remote Learning Master Schedule for Summer 2020

During Summer School 2020, courses may include a mix of synchronous and asynchronous learning opportunities for students. Some general guiding principles to help with scheduling include:

- For courses that include a **regular schedule of synchronous instruction**, represent courses in the master schedule as closely to the actual meeting times as possible. This includes courses that have both synchronous and asynchronous instruction.
- For courses with **asynchronous instruction that include synchronous support**, such as courses in which students complete online modules and then check in with teachers, schedule students in period 0 on the days on which check-ins are scheduled. If check-ins do not have regular meeting days, schedule these courses on Day 0. Even in cases when a school has courses programmed in Day 0, master schedules should only include 5 cycle days.
- For courses that include **asynchronous instruction**, mark "iLearn" or "Other Online" in Section Properties depending on the platform being used. This includes courses that have both synchronous and asynchronous instruction. While some courses may include only asynchronous instruction, all courses must have at minimum synchronous support.

For requirements for credit bearing courses, consult the Instructional Time and Course Requirements section of the [Guide to Supporting High School Students and Families During Remote Learning](#).

6. Program Students to Complete Courses in Progress for High School and Middle School Accelerated Courses

Students who are completing coursework in which they earned a mark of NX must not be awarded credits for make-up courses. Their original grades must be updated instead.

- For courses in which **all students are completing courses in progress**, the credit value of the course should be set at zero in the [Course Editor](#).
- Courses in which **some students are retaking a failed course and some students are completing a course in progress** should be scheduled as variable credits in the [Course Editor](#).

Programming Special Populations for Summer School

Guidance on programming considerations for students with IEPs and those receiving ELL/MLL services is forthcoming.

GRADE ENTRY

STARS Classroom will not be available for grade entry over the summer. Middle and high school teachers can enter course marks in STARS Client using Electronic Grade Gathering (EGG) files, once STARS Admin Teacher and Email Reference are completed for Term 7. Administrators can enter course marks for Term 7 using STARS Admin Manage Marking Period Grades.

For Courses in Progress, at the time of grade entry, schools can use the [Marking Period Grades](#) screen to adjust the credit and enter grades.

Host schools must adjust the credit to zero and enter the new grade aligned with the [Grading Policy Guidance for Remote Learning](#).

- **If the student passed the course**, the sending school makes a transcript update to change the grade. For 8th graders promoted to high school and any students who may be transferring to a different school in September, it is important that the affiliated school (home school from June) makes these changes before students are discharged to their next schools.
- Because students are targeting the outstanding learning standards during summer school, the affiliated school will need to reconcile the grades student receive on their summer work with the grades they received on their work through June, as documented in teachers' gradebooks. The affiliated school must re-calculate a final grade that best reflects the student's entire body of work, in alignment with the school's existing grade calculation methods.
- **If the student did not meet the learning outcomes for the course:**
 - The affiliated school leaves the original NX from June.
 - For students in grades 9-12, the student can complete the course through January 2021.

Enrollment Functions During Summer

Enrolling Students after the Start of Term 7

Students who were not pre-registered for summer school in ATS must be enrolled in ATSSUM using [TRAF](#) (if the student has an NYC student ID) or [QADM](#) (if the student is new to the NYCDOE).

Once the summer session starts in ATSSUM, the student's start date will either align to the earliest start date of the summer session, as defined by the receiving school in ATS-[SCAL](#) or ATSSUM-[CALU](#), or the earliest start date defined for pre-registered student in ATS-[SSAD](#) or ATS-[BIOU](#).

Identifying Students as ‘LTA’ during Term 7

Guidance on identifying students as LTA during Term 7 is forthcoming.

Withdrawing students from Summer School in ATSSUM

Students who withdraw from a summer program after data transfers in ATSSUM should be removed from a summer register using ATSSUM–[DISC](#) or [SSMD](#).

Students in grade 3–8 who were mandated and withdraw from summer school will not be promoted to the next grade level in fall.

FREQUENTLY ASKED QUESTIONS (FAQS)

General Questions

1. Can summer camp replace summer school for mandated students?

No. The student's parent or guardian may choose to have their child participate in summer camp for enrichment purposes, but this is not a substitute for their mandated summer program. Students who are not promoted in June are mandated to attend summer school for their designated subject areas. In August, principals review students' [June promotion portfolios](#) and summer school work to make a final promotion decision. Opting out of summer school removes summer school work as an additional measure of student growth from that portfolio of materials that the principal would use in make their decision, and may risk the student's promotion to the next grade level in September.

2. Can I use Interdisciplinary or 10-Week courses over the summer?

Yes. The STARS Admin Interdisciplinary table [(ZJ*) courses] can be used during term 7 but must have associated virtual course codes and sections defined. In addition, to ensure complete functionality, schools using this method of instruction must create a minimum of two marking periods in Term 7. By following this system guidance, once instruction has finished, schools can use the expansion function from the Interdisciplinary table to ensure that virtual course codes and sections are populated onto the master schedule and thus available for grade entry. As a note, grades should not be entered for courses coded with the first two characters of ZJ.. Follow the guidance on the [STARS Admin Client Interdisciplinary wiki](#) for more information.

The STARS Admin Client Ten Week function can be used by schools hosting multiple sessions over the summer with the same group of students. Follow the guidance on the [STARS Admin Client Ten Week](#) wiki for more information.

3. How should affiliated schools communicate with host schools about student needs?

Schools arranging for students to complete courses at a summer site are responsible for communicating with the host school to ensure that the student's work addresses their individual deficiency areas. Students who are mandated or recommended for summer school must receive report card comments to indicate areas they have yet to master. It is the receiving (host) school's responsibility to program the student for the course, provide instruction, and award a final grade. For high school, these students must be scheduled for courses that are not credit bearing so that students do not receive duplicate credit.

Middle School Academic Policies for Summer School

4. Can students in grade 8 retake previously failed accelerated courses over the summer and still earn high school credit? – Updated for Summer 2020

Typically, students may not retake accelerated courses during the summer term to receive high school credit. In order to earn high school credit for the course, grade 8 students must pass the accelerated course scheduled in STARS and earn a specific minimum Regents exam score. The minimum score that a student needs to earn to receive high school credit after passing the accelerated course depends on the type of exam and if the student has an IEP.

However, due to the cancellation of the August Regents exam administration, students who earn a passing course mark may be eligible for a Regents exam waiver. Furthermore, in alignment with the [Grading Policy for Remote Learning \(COVID-19\)](#), any grade 8 student who is awarded a final course mark of Course in Progress (NX) or who has failed to earn credit in a term of the course will be provided the opportunity to complete coursework that can lead

to the awarding of high school credit. . Further information about how schools should offer summer accelerated courses is forthcoming.

High School Academic Policies for Summer School

5. How many credits can students earn during the summer term?

While there is no stated limit to the number of credits a student may earn at any point in time, schools must follow all City and State academic policies for credit-bearing courses, including the instructional time policies. Given that all credit-bearing courses offered in the summer typically must provide students the opportunity for 45 hours of instruction, **students are typically able to earn up to three credits during the summer term.** The expectation is that courses continue to provide comparable scope and rigor to traditional in-person classes. However, there is no standard for the amount of time that must be spent completing courses in which students earned an NX. Some students may require significantly more instruction to demonstrate proficiency in a course than others. As such, affiliated schools in conjunction with host schools will need to make determinations on a case-by-case basis about the appropriate number of courses students should be assigned.

There is only so much time in the day for students to receive instruction, and only so many days in the summer term. It is not feasible for students to earn an excessive number of credits and still have the opportunity to receive the appropriate amount of instruction.

6. What considerations apply for students completing credit recovery over the summer?

The same [credit recovery policies](#) apply for students completing credit recovery courses during summer school as any other time of the year. The affiliated (sending) school is responsible for convening the school-based panel to approve student participation in credit recovery. Schools arranging for students to take credit recovery at a summer site are responsible for communicating with the host school to ensure that the student's work aligns with their individual learning plans and addresses their individual deficiency areas. It is the receiving (host) school's responsibility to program the student for the credit recovery course, provide instruction, and award a final grade and credit. Courses in which students previously received a grade of NX are not credit recovery courses and do not need to follow credit recovery policy.

7. How can students who attend schools with an annual term model earn credits over the summer?

Students who attend schools with annual term models and failed courses during the school year face the unique situation of having to make up work from NXs earned in two-credit courses over the summer. Given the time limitations of Term 7, schools should be cognizant of the amount of work required for students to complete coursework.

8. Can students who are completing coursework towards converting a mark of Course in Progress (NX) to a passing course mark be eligible for a Regents exam exemption?

Students awarded a Course in Progress (NX) mark in June and are now enrolled in a course of study towards earning a passing mark and course credit may be eligible for a Regents exam exemption for June or August. This means that if students are able to earn a passing mark, demonstrating completion of a sequence of courses leading to a culminating Regents exam, they may be able to have a waiver (WA) mark applied to their transcript. See the [FAQs for Remote Learning](#) and the [Regents Exam Waiver Guidance](#) for more.

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APPENDIX B: MIDDLE SCHOOL SUMMER COURSE CODES STARTER PACK

Summer host schools may choose to download the standard summer school starter course and August accelerated exam codes using STARS Custom Report 6.59, Option 47 and Option 30, respectively.

| Course | Title |
|--------|-----------------------|
| EEFM6 | CORE ELA 6 |
| EEFM7 | CORE ELA 7 |
| EEFM8 | CORE ELA 8 |
| HSFM6 | CORE SOCIAL STUDIES 6 |
| HSFM7 | CORE SOCIAL STUDIES 7 |
| HSFM8 | CORE SOCIAL STUDIES 8 |
| MMFM6 | CORE MATH 6 |
| MMFM7 | CORE MATH 7 |
| MMFM8 | CORE MATH 8 |
| PPFM6 | PHYSICAL EDUCATION 6 |
| PPFM7 | PHYSICAL EDUCATION 7 |
| PPFM8 | PHYSICAL EDUCATION 8 |
| SSFM6 | CORE SCIENCE 6 |
| SSFM7 | CORE SCIENCE 7 |
| SSFM8 | CORE SCIENCE 8 |

| Subject | Exam | Exam Code |
|----------------|---|-----------|
| Math | Common Core Algebra I Accelerated | MXZCG |
| | Common Core Geometry Accelerated | MXZKG |
| | Common Core Algebra II/Trig Accelerated | MXZNG |
| English | Common Core ELA Accelerated | EXZCG |
| Social Studies | Transition Global History Accelerated | HXZTG |
| | Global II Accelerated | HXZCG |
| | US History Accelerated | HXZUG |
| Science | Living Environment Accelerated | SXZKG |
| | Physical Setting/ Earth Science Accelerated | SXZUG |
| | Physical Setting/ Chemistry Accelerated | SXZXG |

APPENDIX C: HIGH SCHOOL SUMMER COURSE CODES STARTER PACK

Summer host schools may choose to download the standard summer school starter coursecodes using STARS Custom Report 6.59, Option 48.

| Course | Title | Default Credits |
|--------|--------------------|-----------------|
| EEF81 | ENGLISH 9 1 OF 2 | 1.00 |
| EEF82 | ENGLISH 9 2 OF 2 | 1.00 |
| EEF83 | ENGLISH 10 1 OF 2 | 1.00 |
| EEF84 | ENGLISH 10 2 OF 2 | 1.00 |
| EEF85 | ENGLISH 11 1 OF 2 | 1.00 |
| EEF86 | ENGLISH 11 2 OF 2 | 1.00 |
| EEF87 | ENGLISH 12 1 OF 2 | 1.00 |
| EEF88 | ENGLISH 12 2 OF 2 | 1.00 |
| FFF61 | FRENCH I 1 OF 2 | 1.00 |
| FFF62 | FRENCH I 2 OF 2 | 1.00 |
| FFF63 | FRENCH II 1 OF 2 | 1.00 |
| FFF64 | FRENCH II 2 OF 2 | 1.00 |
| FFF65 | FRENCH III 1 OF 2 | 1.00 |
| FFF66 | FRENCH III 2 OF 2 | 1.00 |
| FGF61 | GERMAN I 1 OF 2 | 1.00 |
| FGF62 | GERMAN I 2 OF 2 | 1.00 |
| FGF63 | GERMAN II 1 OF 2 | 1.00 |
| FGF64 | GERMAN II 2 OF 2 | 1.00 |
| FGF65 | GERMAN III 1 OF 2 | 1.00 |
| FGF66 | GERMAN III 2 OF 2 | 1.00 |
| FHF61 | HEBREW I 1 OF 2 | 1.00 |
| FHF62 | HEBREW I 2 OF 2 | 1.00 |
| FHF63 | HEBREW II 1 OF 2 | 1.00 |
| FHF64 | HEBREW II 2 OF 2 | 1.00 |
| FHF65 | HEBREW III 1 OF 2 | 1.00 |
| FHF66 | HEBREW III 2 OF 2 | 1.00 |
| FLF61 | LATIN I 1 OF 2 | 1.00 |
| FLF62 | LATIN I 2 OF 2 | 1.00 |
| FLF63 | LATIN II 1 OF 2 | 1.00 |
| FLF64 | LATIN II 2 OF 2 | 1.00 |
| FLF65 | LATIN III 1 OF 2 | 1.00 |
| FLF66 | LATIN III 2 OF 2 | 1.00 |
| FSF61 | SPANISH I 1 OF 2 | 1.00 |
| FSF62 | SPANISH I 2 OF 2 | 1.00 |
| FSF63 | SPANISH II 1 OF 2 | 1.00 |
| FSF64 | SPANISH II 2 OF 2 | 1.00 |
| FSF65 | SPANISH III 1 OF 2 | 1.00 |

| Course | Title | Default Credits |
|--------|--------------------------|-----------------|
| FSF66 | SPANISH III 2 OF 2 | 1.00 |
| FTF61 | ITALIAN I 1 OF 2 | 1.00 |
| FTF62 | ITALIAN I 2 OF 2 | 1.00 |
| FTF63 | ITALIAN II 1 OF 2 | 1.00 |
| FTF64 | ITALIAN II 2 OF 2 | 1.00 |
| HEF11 | ECONOMICS | 1.00 |
| HGF41 | GLOBAL STUDIES 9 1 OF 2 | 1.00 |
| HGF42 | GLOBAL STUDIES 9 2 OF 2 | 1.00 |
| HGF43 | GLOBAL STUDIES 10 1 OF 2 | 1.00 |
| HGF44 | GLOBAL STUDIES 10 2 OF 2 | 1.00 |
| HUF21 | US HISTORY 1 OF 2 | 1.00 |
| HUF22 | US HISTORY 2 OF 2 | 1.00 |
| HVF11 | PART IN GOVT | 1.00 |
| MEF21 | INTEGRATED ALGEBRA 1 OF | 1.00 |
| MEF22 | INTEGRATED ALGEBRA 2 OF | 1.00 |
| MGF21 | GEOMETRY 1 OF 2 | 1.00 |
| MGF22 | GEOMETRY 2 OF 2 | 1.00 |
| MRF21 | ALGEBRA 2 / TRIG 1 OF 2 | 1.00 |
| MRF22 | ALGEBRA 2 / TRIG 2 OF 2 | 1.00 |
| PHF11 | HEALTH | 1.00 |
| PPF11 | PHYS ED | 1.00 |
| SCF21 | CHEMISTRY 1 OF 2 | 1.00 |
| SCF21 | CHEMISTRY LAB 1 OF 2 | 1.00 |
| SCF22 | CHEMISTRY 2 OF 2 | 1.00 |
| SCF22 | CHEMISTRY LAB 2 OF 2 | 1.00 |
| SEF21 | EARTH SCIENCE 1 OF 2 | 1.00 |
| SESF1 | EARTH SCIENCE LAB 1 OF 2 | 1.00 |
| SEF22 | EARTH SCIENCE 2 OF 2 | 1.00 |
| SEF22 | EARTH SCIENCE LAB 2 OF 2 | 1.00 |
| SLF21 | LIVING ENV 1 OF 2 | 1.00 |
| SLF21 | LIVING ENV 1 LAB 1 OF 2 | 1.00 |
| SLF22 | LIVING ENV 2 OF 2 | 1.00 |
| SLF22 | LIVING ENV LAB 2 OF 2 | 1.00 |
| SPF21 | PHYSICS 1 OF 2 | 1.00 |
| SPF21 | PHYSICS LAB 1 OF 2 | 1.00 |
| SPF22 | PHYSICS 2 OF 2 | 1.00 |
| SPF22 | PHYSICS LAB 2 OF 2 | 1.00 |

APPENDIX D: HIGH SCHOOL SUMMER EXAM CODES

Summer host schools may choose to download the standard August exam codes using STARS Custom Report 6.59, Option 35.

| Subject | Exam | Exam Code |
|----------------|---------------------------------|-----------|
| Math | Common Core Algebra I | MXRCG |
| | Common Core Geometry | MXRKG |
| | Common Core Algebra II/Trig | MXRNG |
| English | Common Core ELA | EXRCG |
| Social Studies | Global History II | HXRCG |
| | US History | HXRUG |
| | Framework US History | HXRKG |
| Science | Living Environment | SXRKG |
| | Physical Setting/ Earth Science | SXRUG |
| | Physical Setting/ Chemistry | SXRKG |