



## Academic Requirements

**To succeed in high school, you must understand your school's academic requirements.**

Most high schools have certain requirements that students must meet in order to advance to the next grade level. High schools also have specific requirements that students must meet in order to graduate.

While graduation requirements vary from state to state and school to school, high school students generally must do the following to graduate:

- ▶ earn a minimum number of credits
- ▶ pass all required courses
- ▶ pass a state test (required in some states)

***As a high school student, you are responsible for keeping track of your credits and for making sure that you are on track to graduate.***

**If you have questions about your school's requirements or your academic record, see your counselor. Your counselor can go over your record with you and answer any questions you may have.**

## Terms to Know

**Every high school student should understand the terms "GPA" and "transcript."**

### Grade Point Average (GPA)

*GPA is the average of a student's semester (or end of term) grades, starting with the freshman year.*

Most high schools use a 4.0 scale in which an A=4, B=3, C=2, and D=1. Students who have all As have a 4.0 GPA. Students who have Bs in half their courses and Cs in the rest have a 2.5 GPA.

### Transcript

A transcript is a copy of a student's permanent high school record. It often includes the following information:

- ▶ grades and credits for each course completed, beginning with grade 9
- ▶ current cumulative GPA and class rank
- ▶ anticipated graduation date
- ▶ state graduation test scores (if required)
- ▶ college test scores (PSAT, ACT, SAT)

Transcripts are used when an institution or group (college, scholarship committee, etc.) needs a copy of a student's academic record.

***"We are what we repeatedly do.  
Excellence then is not an act, but a habit."  
Aristotle***



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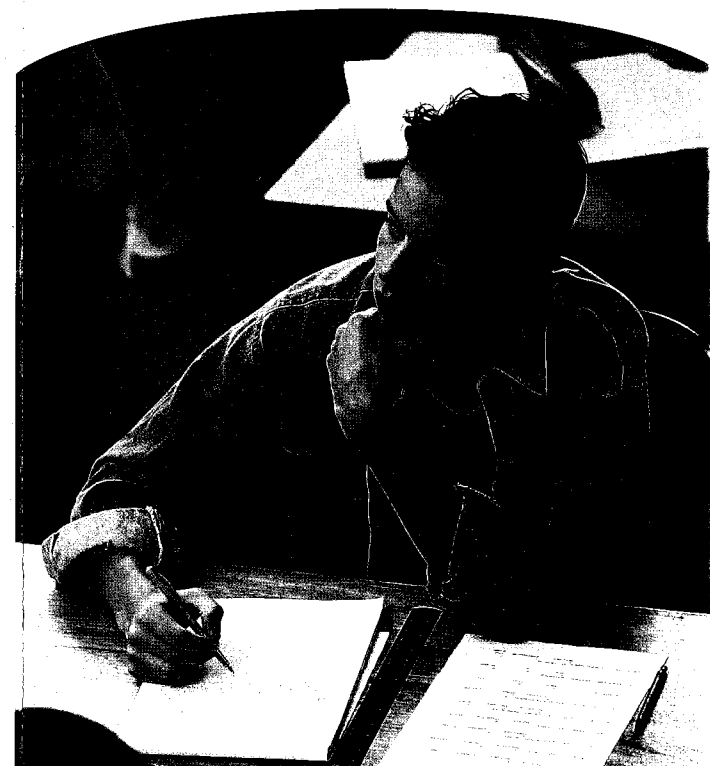
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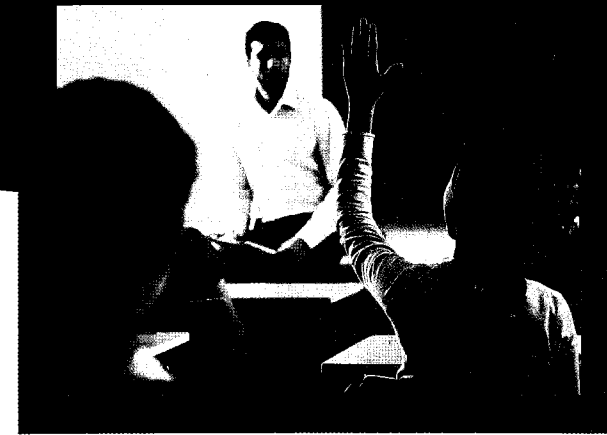
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# Academic Success





## Academic Success

**In high school, you have a wide variety of courses to choose from, the courses are more demanding, and your grades are much more important.**

**The grades you earn in high school help determine the kinds of jobs you'll be able to get, and the colleges you will be able to get into.**

Once you get to high school, "everything counts."

- ▶ The courses you take earn credits towards graduation.
- ▶ Your high school grades are used to figure your GPA (grade point average).
- ▶ Your grades, credits, and test scores will all be on your transcript (your official high school academic record).

## Academic Success Tips

The following tips will help you succeed in your classes and have a high school record that you can be proud of.

### Be organized

- ▶ Use a student planner to record assignments, tests, quizzes, and appointments.
- ▶ Keep your locker and backpack neat and clean.
- ▶ Make To Do lists and cross things off as they are completed.
- ▶ Get everything organized for the next day before you go to bed.

### Study smart

- ▶ Find a place to study that's quiet, well lit, and comfortable.
- ▶ Turn off the TV and music—and *silence your phone*. Focus on the work you need to do.
- ▶ Make a plan. Decide what you want to get done, and the order in which you're going to do it.
- ▶ Do difficult assignments first, while you're still fresh and alert.
- ▶ If you have a large assignment, break it down into smaller, more manageable parts.

## Academic Success Tips

### Succeed in the classroom

- ▶ Be in school every day. *Attendance is the number one school success factor.*
- ▶ Ask and answer questions in class, and participate in discussions.
- ▶ Complete all of your homework.
- ▶ Take everything you need with you to class (paper, pencils, book, etc.).
- ▶ Be respectful to your teachers and your classmates.
- ▶ Have a positive attitude and be confident in your ability to succeed.
- ▶ Ask for help when you need it.

### Be a good test taker

- ▶ Before you begin, look over the entire test and make a plan. Decide how much time you want to spend on each section.
- ▶ If you aren't sure of an answer, go with your first instinct.
- ▶ Don't spend too much time on difficult questions—come back to them later.
- ▶ Check all of your answers.