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# 1 GENERAL INFORMATION

## Mission Statement

San Dieguito Academy is a learning community that nurtures the individual, promotes academic rigor, provides varied opportunities for success, values excellence and celebrates creative expression.

## History

San Dieguito High School was established in 1937 and has operated continually in the community for more than seventy years. In 1996 the school district turned SDHS into a “school of choice,” meaning it became a school that any student within the district may attend, not just those who live nearby. (If more students apply than there is room, a lottery is held.) To indicate its new status as a school of choice, the District appended the term “Academy” to its name.

## 4x4 Schedule

Students take 80 credits per year, rather than 60 per year on a block schedule. This allows more opportunities to choose electives for personal interests and/or academic concentration. Students take four classes per term, completing what is traditionally a year-long course in half a year. Classes are 90 minutes long. Students attend each class every day.

## Term

The academic year consists of two terms, fall and spring. Each term has two quarters. Each quarter’s grades go on the permanent record. Most classes are two quarters in length to meet University of California and California State University requirements.

## Graduation Goals

SDA supports its students in becoming:

- **Successful Learners who:** Practice effective study skills; identify and build on their individual learning styles; reflect on and monitor their own academic and personal growth; apply their learning outside the classroom.
- **Critical Thinkers and Creative Problem Solvers who:** Analyze information effectively; demonstrate open-mindedness, flexibility and creativity; tolerate uncertainty.
- **Effective Communicators who:** Convey ideas and information clearly, confidently and persuasively through writing, speaking, etc. Understand, analyze and evaluate ideas and information through reading and listening, etc. Use self-expression to explore ideas and emotions.
- **Responsible Community Members who:** Respect and appreciate individuality and diversity. Collaborate effectively; play active roles in improving communities. Act with integrity and honesty.
- **Resilient Individuals who:** Overcome difficulties and setbacks; seek balance, meaning and joy in their lives.

## Bell Schedules

The bell schedules may change during the year. Please refer to the website [www.sda.org](http://www.sda.org).

## 2 SCHOOL COMMUNICATIONS

sdacademy.net for the current schedule. Click on “Calendars and Schedules” and then on “Bell schedule 4x4.”

Listed below are the various sources of information and communication tools that SDA families can use to stay informed and connected to school.

### **Address**

San Dieguito High School Academy  
800 Santa Fe Drive  
Encinitas, CA 92024

### **Telephone**

760-753-1121  
Principal's office fax: 760-753-8142  
Registrar's fax: 760-943-3555

### **School Website**

Visit [www.sdacademy.net](http://www.sdacademy.net) or [www.sduhsd.net](http://www.sduhsd.net) and click on “SDA” to learn about what is happening at SDA every week.

### **Naviance**

Visit the counseling website for instructions to access Family Connection from Naviance, a comprehensive management tool designed for students and families to assist and enhance the college preparation and career planning process.

### **All-Calls**

Several times throughout the school year, automatic school-wide telephone messages are sent from SDA to all SDA students and families, providing important information from the principal.

### **E-Option News**

E-Option news is available through email every Friday. Time sensitive information is sent from the administrative office regarding news, calendar items, sports schedules, etc. for the upcoming week. To sign up for E-Option visit [www.sdacademy.net](http://www.sdacademy.net) and click on E-Option information or call the Principal's office at ext. 5002 to provide contact information in order to receive this E-Option feature on your computer.

### **First Friday**

On the first Friday of each month, parents are invited to join the principal in an informal discussion of school-related topics in the Conference Room, at 7:45 a.m. before school begins. Sessions last approximately 45 minutes. Please call ext. 5002 for more information.

### **Foundation Forum**

The Foundation Forum newsletter, available online monthly, identifies upcoming events and reports on fundraising activities. Parents who sign up for E-Option will automatically receive the newsletter at the beginning of each month. Visit [www.sdacademy.net](http://www.sdacademy.net), click on “Foundation” or call the Foundation Office at (760) 753-1121 ext. 5085 for further information.

## **New Parent Orientation**

A must for all new parents. Held during freshman orientation in August, this is a chance to meet school administrators and SDA parents at an informal social gathering on campus. Learn about SDA culture, how to navigate through high school and take a tour of the campus while your student participates in orientation activities.

## **School Directory**

This valuable resource is updated and published in the fall of each year by the Foundation office. It includes specific teacher and staff contact information, participating student's information, local community business information and more.

## **Information/Parent Portal**

**This is an essential tool for parents.** Check class assignments, attendance, homework, grades, graduation status, transcripts, and more at <http://parent.sduhsd.net>. To create an account, a valid e-mail address, password and student ID number is needed. Once an account is opened, visit [www.sdacademy.net](http://www.sdacademy.net) and click on "Parent Portal." Not all teachers provide information on Parent Portal, but may have another website. Please check the faculty page on [www.sdacademy.net](http://www.sdacademy.net) for individual teachers' websites, or contact the teacher directly by phone or email.

## **Spanish Hotline**

For a directory of Spanish speaking staff, please contact the Spanish hotline at ext. 5288.

### 3 NEED TO KNOW INFORMATION

En español: Para el directorio escuelas de contactos del personal que habla español en SDA, por favor llame a la línea de información en español a la extensión 5288.

#### Attendance

- **Excusing All-Day Absences** Call 760-753-1121 ext. 5027 the day of the absence. Spell the first and last name of the student, give your name and relationship to the student and the reason for the absence (medical or personal).

**Excusing Tardies** Call 760-753-1121 ext. 5027 before your student arrives at school. Spell the first and last name of the student, give your name and relationship to the student and the reason for the tardy.

Tardy students must sign in at the attendance office before going to class.

**Off-Campus Pass** Please call the attendance office 24 hours in advance. Spell the first and last name of the student, give your name and relationship to the student, the reason for the pass, the time the student needs to leave school, and whether the student will be returning to school. Students must pick up the Off-Campus Pass in the attendance office before leaving school. It is the student's responsibility to pick up the pass; we do not deliver passes to classrooms. Students must show the pass to the teacher before leaving the classroom. Students must have an Off-Campus Pass to leave school. STUDENTS WHO LEAVE WITHOUT A PASS WILL BE MARKED TRUANT.

- **18-Year-Old Contract** Students with this contract may excuse their own absences. To be eligible, students must be 18 years of age or older, have good attendance, have permission from parent and assistant principal, and absences must meet the guidelines established by the state and school district. For more information see the Attendance Office.
- **Make-up Work** Make-up work is granted to students who have medically excused absences, court-ordered appearances, or for religious observation. Make-up work for personal absences (verified by the parent) is left to the teacher's discretion. Teachers may choose not to grant make-up work to a student who has truancies, suspensions or uncleared absences. Please contact the teacher for more information.
- **Illness At School** Students who are ill must ask the teacher for a pass to the nurse. The nurse will call the parent/guardian for permission to send the student home. Students who leave school without a pass or without permission from the nurse will be marked truant.

#### Back To School Night

At the start of each term, parents are invited to an evening program to meet their student's teachers and to learn about specific class expectations, grading criteria, and other pertinent information. For individual questions or concerns, parents may make an appointment at a later time to speak with their student's teachers. Prior to the class visits, there is a short presentation from the SDA Principal and staff.

#### CAHSEE

Students take the California High School Exit Exam in order to receive a high school diploma. It is taken for the first time in tenth grade and is usually administered in

February. Students may take the test 5 times. The State of California sets the criteria for the test, and special education students may be excluded from the passing criteria. For more information visit [www.sdacademy.net](http://www.sdacademy.net) and click on “Counseling”, “Toward Graduation”, and then on “CASHEE”.

## Career Pathways

Designed to connect academics to the world of work, Career Pathways helps students to identify relevant classes and supporting courses to prepare for a specific field of interest or career. This program connects curriculum and classroom technology with local business and community organizations, providing hands-on opportunities for qualified students. Please visit [www.sdacademy.net](http://www.sdacademy.net) and click the link on “Career Pathways,” or contact Assistant Principal Jeanne Jones at ext. 5006.

## Career Tech Exploration (Tech Wheel)

This required 10-unit class for freshmen is designed to provide an introduction to visual and performing arts and applied technology courses. The students attend five mini courses over the term, each taught by a different teacher. Students who are interested in learning more about any of the subjects may choose to take a full term course as an elective. Subjects include photography, woodshop, computers, theater arts and visual and performing arts, among others.

## Class Codes

- **ROP (Regional Occupational Program)** – Some ROP classes offer a student community college credit and a certificate of competency upon successful completion.
- **P** – Indicates College Preparatory class.
- **Honors (HP)** – An honors class indicates a more challenging advanced level course that is open to all students. Some honors classes require a prerequisite course. Check with the counselor or visit the counseling page at [www.sdacademy.net](http://www.sdacademy.net).
- **Advanced Placement (AP)** – An AP class is a college level course taught in high school. Once the course is completed, students have the option to take the AP exam. Some colleges may give credit or may waive a requirement for a student depending on the scores earned on an AP exam. There is a fee for taking an AP exam and students must register in advance. Exams are given in May. Please check with the counselor or teacher for more information.

## Homeroom

One of the most popular and unique features of SDA is the 20-minute homeroom period that meets each week and provides academic and personal support to students. Announcements and school business are discussed. Many homerooms are theme-based. Students choose their homerooms to be among peers with common interests and/or to develop ongoing advisory relationships with staff. They may choose to stay in a homeroom all four years.

## Lost and Found

The San Dieguito Union High School District is not responsible for personal property belonging to students or employees. Items such as clothing, equipment, vehicles, or other personal property such as cell phones or iPods are brought on campus at the risk



of the owner. Inquire in the Attendance Office for lost and found items.

## **Outside Credits**

A student may add up to 30 pre-approved credits from outside institutions during the four high school years. Please contact your counselor for more information.

## **Saturday School**

Students with disciplinary issues may be assigned Saturday school. Please see the assistant principal for more information.

## **School Pictures**

Pictures for student ID cards and undergraduate school portraits for the yearbook are taken during "Taking Care of Business Days." For those who missed school pictures during Taking Care of Business Days, a make-up session is offered later in the semester. Make-up pictures are required for student ID cards and must be taken during Homeroom or at lunch. For more information see Taking Care of Business Days below or contact ext. 5002.

## **Speaker's Bureau**

Parents and community members volunteer to serve as guest speakers, mentors, and career contacts to connect the classroom to the world of work. For more information please contact Assistant Principal Jeanne Jones at 753-1121 ext. 5006.

## **Taking Care of Business Days**

In August, each grade-level is assigned a time and date to come to school to take care of business before the school year begins. Necessary forms must be downloaded from the district and SDA websites. During this time, the following items may be paid for at the SDA Finance Office: yearbooks, ASB membership, parking permits, etc. Yearbook pictures and student ID pictures at taken at TCB Days. Please make checks payable to "San Dieguito Academy". Donations to the school may be made out to "SDA Foundation." Visit [www.sduhsd.net](http://www.sduhsd.net) or [www.sdacademy.net](http://www.sdacademy.net) for more information.

## **Tardy Policy**

Attendance is important for student success. All students are expected to be in class on time. SDA will send an automated call home after every tardy. Parents may give their cell phone number to the Attendance Office if preferred. Students who are habitually tardy will be placed on the "Loss of Privileges" list. Some examples of lost privileges are listed below.

\*ASB, \*Athletics, \*Band, \*Battle of the Bands, \*Comedy Sportz, \*Drama, Javas, PALs, Peer Tutor, School Dances (including guest at other schools), Special Events/Activities, \*Speech and Debate, Teacher Aide, Work Permit, 18-year-old privilege.

*\*Still able to practice- intelligible to compete, perform, or participate.*

Excessive tardies will result in loss of off-campus privileges. Students may earn their way off the Loss of Privileges List by signing up and attending Saturday School. Please visit [www.sdacademy.net](http://www.sdacademy.net), click on "Assistant Principals," and then "Tardy Policies" for more information.

## **Tutorial**

Offered each week during homeroom, students may meet with their teachers for individual help. *Students must get a pass from their teacher prior to a tutorial session.*

## 4 SUPPORT SERVICES

### Support Groups

Support groups are based on student need and are available for students to share their thoughts and feelings with those who may have had similar experiences. All the groups are confidential and led by a counselor. For more detailed information on support groups, go to the school website at [www.sdacademy.net](http://www.sdacademy.net), click on “Counseling” and then on “Support” or contact the student’s counselor.

Some support groups include: General, Grief and Loss, Self Esteem, Boys’ Issues, Girls’ Issues, Identity Issues, HAV (Having A Voice), Relationships, READI - chemical dependency group.

### PALs

Peer Assistance Listeners are students trained to help other teens who would like to talk with another student about a concern. For more information about PALS go to the school website at [www.sdacademy.net](http://www.sdacademy.net) and click on “Counseling”, “Support”, and then on “Peer Assistance Listeners”. If a student is interested in becoming a PAL please contact the counseling department.

### Project Options

Project Options is a prevention study funded by the National Institute of Alcohol Abuse and Alcoholism and is conducted by staff and interns from UCSD. Project Options enables students to develop refusal skills for drugs and alcohol. They meet with students once a week during lunch and provide free pizza to students who participate. Students come on a voluntary basis and all students are welcome. For more information go to the school website at [www.sdacademy.net](http://www.sdacademy.net), click on “Counseling”, “Support”, and then on “Project Options”.

### READI Program

**The Recovery Education and Alcohol/Drug Instruction Program** is for families dealing with substance abuse. Students may refer themselves or may choose READI if they are found in possession of alcohol/drugs or paraphernalia or under the influence. For more information go to the school website at [www.sdacademy.net](http://www.sdacademy.net) click on “Counseling”, “Support”, and then on “READI Program”.

### English Learner Advisory Committee

**ELAC** is a committee of parents, teachers and community members who advise the school administration on issues involving the education of students who are English language learners. ELAC is required by law and meetings are usually held monthly for middle school and high school parents in the district. Each meeting includes a guest speaker and break-out sessions by individual school committees to discuss issues of concern. Parents of students identified as English language learners and members of the committee are notified of all meetings through district mail and phone calls home. Dates and times of the meetings are also posted on the schools website at [www.sdacademy.net](http://www.sdacademy.net) under “Announcements and Coming Events”.

## 5 STUDENT LIFE

### ASB (Associated Student Body) Membership

Students who join ASB receive discount admissions to all ASB sponsored events, including dances, Battle of the Bands, talent show, film festival, concerts, plays and a discount off the price of a yearbook as well as a free t-shirt and agenda. There is a membership fee. An ASB sticker is placed on the student's ID card and must be shown to receive discounts. If a student is interested in becoming active in ASB s/he must sign up for Leadership (ASB) class. ASB officers are elected by the student body midyear to serve for one year. For more information on ASB membership visit: [www.sdacademy.net](http://www.sdacademy.net) and click on "ASB/Student Activities".

### Clubs

SDA has more than 40 clubs on campus. Many clubs meet either during lunch or after school. If there is not a club that a student is interested in they may create their own with the help of an advisor. For a list of clubs go to the school website, [www.sdacademy.net](http://www.sdacademy.net) and click on "ASB/Student Activities" or contact the Commissioner of Clubs in ASB at 760-753-1121 ext. 5155. The clubs listed below are examples of some of the popular and diverse clubs/academic teams on campus.

- **Comedy Sportz:** Comedy Sportz is a student-governed organization that meets for the purpose of learning improvisation. The students elect leaders, run the practices, and select representatives to perform at each "game". To participate in the games a student must attend weekly practices and workshops. Comedy Sportz games are held once a month on a Friday night. Tickets are available in advance at the Finance Office and at the door—first come, first served.
- **HRC:** (The Human Relations Council) is an organization for students who wish to contribute to the school and community. HRC plans activities such as CommUnity Day, Discussion Days, and Day of Silence.
- **Mustang Minds:** An academic team that is open to all students. Try-outs for Freshman, Junior Varsity and Varsity Mustang Minds occur in December or January. Selected students then participate in the Academic League buzzer-style games. Teams practice after school and competition takes place against other schools during February and March.
- **Robotics Team:** A club open to all students interested in the science of engineering, computer technology, and building robots. Meetings are held after school. During the "build season" team members spend many hours building their robot with the guidance and support of local businesses and community organizations. Regional competitions follow. This year, SDA also offers a course entitled Robotics and Engineering.
- **Speech and Debate:** Speech and Debate is an elective class and a club, open to all students. Throughout the year there are several tournaments that students have the chance to attend, but these tournaments are not a class requirement. The Debate class lasts only one semester, but the tournaments continue for most of the school year.
- **Surf Team:** The Mustangs San Dieguito Surf Team is a part of the San Dieguito Surf Club, which is not affiliated with SDA although club members are required to be students at SDA. The surf team is a nationally ranked team. For more information about the surf team visit their website at <http://mustangsurf.com>.

**Thespian Society:** Membership in this international organization is available to SDA students interested in the various aspects of theater. Students are invited to participate in a week of spirit and confidence-building activities followed by an awards night celebrating membership in the Thespian Society. Parents are encouraged to attend this event.

### **Young Leaders in Health Care**

This program involves high school students from four area high schools and meets monthly to discuss health care systems, explore career opportunities meet medical professionals, and develop service projects to implement in their school communities.

### **CommUnity Day**

Periodically held in the fall, CommUnity Day is an all-day themed-event that fosters tolerance, mutual respect, inclusion and appreciation for diversity. Workshops facilitated by students, staff and community members are designed to reinforce SDA's values and promote a true sense of community. Local restaurants support the program by selling food on campus at lunch for a reduced price.

### **Dances**

SDA typically has five dances each year, planned by Associated Student Body (ASB). There are three casual dances in the school gym: the Welcome Back Dance, Homecoming Dance, and the Spring Dance, more commonly known as "morP." There are two formal dances which are held at off site locations: Winter Formal and Prom. Every student may attend every dance except Prom, which is for juniors and seniors. Sophomores or freshmen may attend Prom if invited by a junior or senior. Students may attend dances on their own, with a date, or with a group. Ticket prices vary and can be purchased at the Finance Office prior to the event or online at [www.sdacademy.net](http://www.sdacademy.net), ASB discounts apply. Click on "Mustang Online Store" or "Buy Tickets Here" icon. Student ID is required at the door.

### **Elective Fair Day**

Held prior to students selecting courses for the coming year, all students have the opportunity to learn about available elective courses.

### **Exhibition Day**

A highlight of the year, usually held in spring. Shortened classes allow for four exhibition periods during which students can move freely from exhibit to exhibit. Exhibition Days have featured student bands, science fair projects, sign language demonstrations, poetry readings, dramatic scenes, skateboarding demos, academic team demonstrations, and woods/metal/photo exhibits, just to name a few. Parents and community members are invited to this celebration highlighting skills and interests that may not be evident during the traditional school year.

### **Grade Level Student Meetings**

There are grade level meetings with counseling which include classroom presentations for each grade level followed by hands-on homeroom tutorials in specific areas of Naviance. These include:

- Seniors (September): College Applications/Financial Aid and Scholarship Resources/ Post High School Planning.
- Freshmen (November): Personality Assessment and Four Year Planning.

- Sophomores (January): Career Assessment/Connecting with the Community and Planning.

- Juniors (February): College Search and Post High School Preparation

## **Homecoming**

Although SDA does not have a football program, homecoming is a week of popular traditions that include a homecoming court, Friday flag football games and a Saturday night homecoming dance in the gym. All students are eligible to form a team and play in the flag football games. The games are single elimination and the winning team plays the staff in the last game of the day.

## **Junior and Senior Audits**

The purpose of Junior and Senior Audits is for students to review their transcripts and post-secondary options and to talk about the College Application Process. A full description of Senior Audits is listed on the school website, [www.sdacademy.net](http://www.sdacademy.net), click on "Counseling" and then on "Toward Graduation".

## **Junior and Senior Java**

A social time which includes food and beverages hosted by ASB during homeroom with parent contributions. It is a chance to present important information to Juniors and Seniors.

## **Music**

The music department offers Symphonic Band, Jazz Band, Wind Ensemble, Pit Orchestra, Guitar, Recording Arts, MIDI Composition and AP Music Theory. For information on the music program visit [www.sdacademy.net](http://www.sdacademy.net), click on "Teachers and Staff" then scroll down and click on "Music Director".

## **Open Campus at Lunch**

SDA is an open campus at lunch and all students may leave campus at lunch only. Many students choose to remain on campus, however Wednesday's longer lunch, known as the Mustang Hour, allows staff to collaborate and to hold department meetings.

## **School Newspaper**

The Mustang is the school newspaper produced by SDA journalism students. For the past several years The Mustang has earned top honors nationally. To work on the school newspaper a student must be enrolled in Advanced Journalism. For more information go to [www.sdacademy.net](http://www.sdacademy.net), click on "Teachers and Staff", then scroll down and click on "Journalism".

## **Theatre**

Students interested in participating in theatre may choose from various visual and performing arts electives such as Acting, Drama Production, and Musical Theatre. Some classes may require extra hours after school and on weekends prior to a performance. For more information on theatre at SDA go to [www.sdacademy.net](http://www.sdacademy.net), click on "Teachers and Staff" then scroll down and click on "Performing Arts".

## **Yearbook**

This course is offered to students who would like to participate in the production of the school yearbook, Hoofprint. It is a full year elective. For more information please see your counselor.

## 6 ATHLETICS

The purpose of athletics is to contribute to the overall educational experience of the balanced and total student. Concepts learned through athletics include teamwork, integrity, sportsmanship, restraint, persistence, leadership, self-esteem, discipline, and humility.

### Fall, Winter, and Spring Sports

SDA students have 18 varsity/ junior varsity level sports offered to them:

#### Fall

- Cross Country
- Girls Tennis
- Girls Field Hockey
- Girls Volleyball
- Girls Golf
- Boys Water Polo

\*Tryouts held mid-August, two weeks prior to the 1st day of school.

#### Winter

- Boys Basketball
- Girls Soccer
- Girls Basketball
- Wrestling
- Boys Soccer
- Girls Water Polo

\*Tryouts held mid-November.

#### Spring

- Baseball
- Boys Tennis
- Boys Golf
- Boys Volleyball
- Boys Lacrosse
- Girls Softball
- Girls Lacrosse
- Track and Field

\*Tryouts held mid-February.

The Academy is a Division III school and a member of the Valley League within the North County Conference. Schools in the Valley League include:

- Canyon Crest Academy
- San Dieguito Academy
- Orange Glen
- Valley Center
- Del Norte
- Mission Vista

\*SDA's mascot is the mustang. Official colors are navy and white.

### Online and Contact Information

**SDA Website:** [www.sdacademy.net](http://www.sdacademy.net). Click on "Athletics."

The following items can be found on the website: Athletic Handbook, Coastal Conference, Driving Directions (to games, tournaments and meets), Eligibility Rules and Regulations, Paperwork (Sports Packet), Tryout Information, History, and general information regarding fall, winter and spring sports.

## Contact

SDA Athletic Office, Administrative Assistant

Phone: (760) 753-1121 X 5167

FAX: (760) 753-8142

Athletic Director

Phone: (760) 753-1121 X 5007

## Sports Packet and Eligibility

Any student who wants to try out for a sport at SDA must complete a Sports Packet and have it on file in the Athletic Office. Packets are available on the Mustang Athletics website. (website address above.) Click on "Eligibility and Paperwork", and then on "Sports Packets." Packets are also available on the table outside the Athletic Office.

- **Physical Exam:** The Sports Packet requires that a student athlete obtain a physical examination by a medical doctor before being eligible to tryout, practice, or participate in any California Interscholastic Federation (CIF) regulated sports activity. The Pre-participation Physical Evaluation Form in the Sports Packet must be completed and signed by a physician.
- **Proof of Medical Insurance:** The district requires that a photocopy (front and back) of medical insurance card be turned in with the Sports Packet. No student-athlete will be allowed to participate in try-outs without this on file.
- **Minimum GPA of 2.0:** A photocopy of the current, official grade report with a minimum grade point average (GPA) of 2.0 is required by CIF to try out. GPA requirements must be maintained throughout a student athlete's season of sport to remain eligible for play. A one time only waiver is available, but it must be used very cautiously.
- **District Transportation Fee:** Teams utilize district transportation (buses) to and from sporting events. If buses are not utilized, teams organize their own transportation.

## Try-outs

- **Sports Packet:** Submit completed Sports Packet and required paper work to the Athletic Office in exchange for a blue eligibility card signed by the Athletic Director or Administrative Assistant.
- **Blue Card:** Give the blue eligibility card to the coach at try-outs. A student must have a blue card in order to participate in try-outs.
- **Try-outs:** Try-outs are held for a minimum of 3 consecutive days and athletes are expected to attend all try-out sessions. Please note, because of the increased number of students participating in sports at SDA, students are not guaranteed a spot on a team.

## Sports Night

Parents of student athletes are asked to attend a seasonal Sports Night to meet the coaches and learn about the athletic program at SDA.

- **Financial Contributions:** At Sports Night, parents will be asked to make a financial contribution for their student's participation in a team sport. Parents are highly encouraged to pay this fee. This money goes through the SDA Foundation to fund uniforms, equipment, tournament fees, team pictures, awards, a trainer and depending on the sport, floater coaches. Without the financial support from the

parents of student athletes, SDA would not have team sports.

Please note, no student will be denied access to team sports if unable to make a financial contribution.

### **Off-Season Sport Opportunities for High School Athletes**

CIF does not allow high schools to carry school teams or hold practices in the off-season except in the spring when fall sports may hold 15 school days of practice after May 1st. Coaches may know of opportunities for students who are interested in playing a sport in the off-season. Contact information for coaches may be found at [www.sdacademy.net](http://www.sdacademy.net), click on “Athletics,” or by contacting the Athletic Director.

### **Playing Sports in College**

If a student athlete intends to play a sport in college, s/he must meet certain eligibility requirements set by the National Collegiate Athletic Association (NCAA). For information, visit the NCAA website [www.ncaa.org/wps/portal](http://www.ncaa.org/wps/portal). Click on “Academics and Athletics”, “Eligibility and Recruiting”, and then click on “Guide for the College-Bound Student-Athlete”. Information may also be obtained from a student’s counselor or coach.



## 7 SENIOR INFORMATION

### **Internship**

Available to interested juniors and seniors. Class registration is required. See your counselor for more information.

### **Independent Learning Project**

Available to interested juniors and seniors. Class registration is required. See your counselor for more information.

### **Senior Pictures**

At the end of junior year each student will receive a letter in the mail with information about senior pictures. Students are invited to make an appointment at the photo studio. The yearbook picture is free and additional pictures can be purchased. Be sure to watch for deadlines.

### **Caps and Gowns**

Cap and gowns can be ordered through San Diego Graduate Supply at [www.sdgrad.com](http://www.sdgrad.com). Graduation announcements and class rings are also available.

### **Graduation Ceremony**

Takes place at the SDA track and field in the afternoon on the last day of the school year. Allow approximately one hour for ceremony, two hours for the event. Parking is available in the main lot or student lot beginning at 11:30 A.M. Arrive early for best parking. Some families bring lunch and picnic before the ceremony begins. Graduates' families and guests are seated in bleachers, so stadium seats, hats, drinks, and sunscreen are recommended.

### **Grad Nite**

A safe, sober, all-night celebration for graduating seniors. Seniors gather at SDA for a night of fun and games on campus. This event is planned, coordinated, and chaperoned by SDA parents under the direction of the SDA Foundation. Dress code is casual. Check-in between 8:30 pm and 10:00 pm. Festivities end at 5 am when students are picked up by their parents/guardian. Watch for ticket sales in the spring. There are scholarships available for eligible students. See your counselor for details. We encourage ALL graduating seniors to share this very special time together as they leave SDA.

## 8 THE COLLEGE PROCESS: AN OVERVIEW

This guidebook was compiled by parent volunteers and is not meant to be an exhaustive explanation of the college process. For further information, please visit your counselor or the counseling webpage at [www.sdacademy.net](http://www.sdacademy.net) and click on the counseling link.

The college preparation and admissions process is complex and ever changing. Additionally, what is good advice for one student may not necessarily apply to another. There are many educational opportunities after high school, so parents and students should begin their research early. Additionally, throughout the school year, students and parents receive information about aspects of the college application process. Visit the website frequently, [www.sdacademy.net](http://www.sdacademy.net) and click on “counseling”, for more information.

### **Family Connection/Naviance**

SDA students and families have access to Family Connection from Naviance, a Web-based service designed especially for students and families to assist and enhance the college preparation and career planning process. Family Connection is a comprehensive management tool that allows students and families to access all necessary college planning components in one centralized location.

**Family Connection** will allow you to:

**Get involved in the planning and advising process-** Build a resume, complete on-line surveys, and manage timelines and deadlines for making decisions about colleges and careers.

**Research colleges-** Compare GPA, standardized test scores, and other statistics to actual historical data from our school for students who have applied and been admitted in the past.

**Sign up for college visits-** Find out which colleges are visiting out school and sign up to attend those sessions.

**Family Connection** also lets counselors share information with you about up-coming meetings and events, local scholarship opportunities, and other Web resources for college and career information. Additionally, you can use the site to send counselors an e-mail message.

Our counseling website will provide you with instructions for accessing Family Connection.

### **Advanced Placement (AP) Courses and Honors Classes: Understanding the Difference**

An **AP** class is a college level course that is taught in high school. Once the course is completed, a student has the option to take the AP exam. Some colleges give credit or waive a requirement for a student depending on scores earned on the AP exam. Tests are held in May. There is a fee. Please check with the counselor for more information.

**Honors** classes are advanced-level courses that are open to all students but college credit is not earned.

### **College Entrance Exams**

## **PSAT/NMSQT (Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test)**

This is a 2 ¼ hour practice test for the SAT Reasoning Test (given in the Fall), one of the main entrance exams used in the college application process. The PSAT also provides information to help students in their career and college planning.

- Recommended for freshmen, sophomores and juniors. Juniors who score exceptionally high are automatically considered for the National Merit Scholarship. For more information, go to <http://www.nationalmerit.org>.

**PLAN** is a 2-hour practice test (given in the Fall) for the ACT, the other main college entrance exam. The PLAN provides information to help students in their career and college planning. There is a testing fee.

- Recommended for all sophomores and juniors—although any student may test.
- Scores are not sent to colleges.
- Visit [www.collegeboard.com](http://www.collegeboard.com) for more information or check with the school counselor.

**SAT Reasoning Test (The Scholastic Assessment Test)** is one of the main college entrance examinations, generally taken during the spring of the junior year and/or fall of the senior year. The SAT is approximately 5 hours and includes an essay. There is a testing fee.

- Offered on several Saturdays throughout the school year. Students can take the exam as often as they like.
- Register for the SAT online at [www.collegeboard.com](http://www.collegeboard.com). Registration deadlines are generally a month before the test but register early to get your preferred testing location.
- Each student will be notified through [www.collegeboard.com](http://www.collegeboard.com) when his/her scores are available. Students are responsible for sending their scores to each college of interest.

## **ACT (American College Test)**

This test is 4 hours and 30 minutes with an 30-minute essay that most colleges require. It is the other widely- accepted college entrance exam and it can be taken in a student's junior year and/or Fall of the senior year. It is designed to measure general educational development. There is a testing fee.

- Register for the ACT online at [www.actstudent.org](http://www.actstudent.org), or pick up a registration booklet in the counseling office. Registration deadlines are generally a month before the test but register early to get your preferred testing location. Students register by mail or online at [www.actstudent.org](http://www.actstudent.org).
- Scores available at [www.act.org](http://www.act.org).
- Students are responsible for requesting their scores be sent by ACT to each college of interest.

## **SAT Subject Tests**

These are one-hour tests that measure a student's knowledge of specific subjects offered in 14 different subjects. Students are responsible for sending their scores to each college of interest. There is a testing fee.

- **Required by all University of California campuses in two different subjects through the Class of 2011**
- Selective colleges may require three subject tests
- Administered several times each year. Sign up at [www.collegeboard.com](http://www.collegeboard.com)
- Best if taken immediately after student has taken the course s/he will be testing in.

**New UC Subject Test Policy** Beginning with the Class of 2012, SAT Subject Tests will no longer be required for admission unless specifically required for certain majors. Students in the Class of 2011 are still required to take two SAT Subject Tests for admission into the UC system.

**NOTE: When signing up for the SAT/ACT exams at [www.collegeboard.com](http://www.collegeboard.com), use the proper school code when asked. SDA school code is 050-865. Be sure to keep track of online password and user name. Although most colleges accept either the ACT or SAT, some colleges may prefer one test to the other. Check first with each school that you're considering. It's generally recommended to take BOTH tests. Also, the ACT, SAT, and SAT subject tests can be repeated for better scores. Both the ACT and SAT are offered several times throughout the year at various locations throughout the county.**

For more information, contact Educational Testing Service (ETS) at [www.ets.org](http://www.ets.org); The College Board, at [www.collegeboard.com](http://www.collegeboard.com); ACT, Inc, at [www.act.org](http://www.act.org), or the Counseling Office at SDA.

### **The Day of the Test**

- Get driving directions to the test center.
- Bring a photo ID, your admission ticket, two #2 pencils, an acceptable calculator, watch without an alarm or calculator, snacks for breaks
- Arrive thirty minutes before the test.
- Don't sit with friends. It could be distracting.
- Don't spend too much time on one question – skip it and return to it later.
- Guessing – There is no penalty to guess on the ACT (and PLAN). Only make “educated guesses”, eliminating one or two answers as incorrect, on the SAT, (and PSAT). A percentage of each wrong answer is deducted from the total.
- Relax and do the best you can.

### **Scores**

When applying to colleges you must request scores be sent from SAT (contact [www.collegeboard.com](http://www.collegeboard.com)) and/or ACT (contact [www.act.org](http://www.act.org)) to each college to which you have applied. Use code #3594 to send scores to multiple CSU's for one price.

### **FAFSA – Free Application for Federal Aid**

File the FAFSA form at [www.fafsa.gov](http://www.fafsa.gov). Carefully check the application deadlines. Students and parents complete the FAFSA to determine what type of financial aid package that colleges might offer the student, including grants, low-interest federal loans, and work/study programs. Parents and students will each need a PIN (personal identification number) to file an electronic signature. To estimate if you will qualify for financial aid, calculate your Expected Family Contribution (EFC) at [www.collegeboard.com](http://www.collegeboard.com).

com/parents. Visit [www.pin.ed.gov](http://www.pin.ed.gov) or [www.fafsa.edu.gov](http://www.fafsa.edu.gov) to request the pins.

## CSS/PROFILE

PROFILE is the financial aid application service of the College Board. Many private colleges require the PROFILE to help them award nonfederal student aid funds. For more information, go to <https://profileonline.collegeboard.com>.

## Transcripts

Students must get a **transcript request form** from SDA to submit transcripts to colleges. Transcripts may be requested by visiting the registrar's office. Students must provide an addressed, stamped envelope to the Registrar for each transcript requested. Do not put a return address on the envelope. The Registrar's Office will mail the first 5 transcripts at no charge. There is a minimal cost for each additional transcript. For more information, please contact the Registrar at ext. 5011.

## Selecting a College

Each student should conduct a personal evaluation, which includes identifying interests, academic abilities, and financial considerations. This will offer an opportunity to see how each of these aspects will contribute or limit a student's choices of colleges and/or universities. Also, start the college search early. If possible, begin exploring and visiting colleges in sophomore and junior years. For particular school admission information, visit SDA's College and Career Center to review their resources and/or pick up a college handbook from a bookstore or library.

Financial resources are a major consideration in choosing a college. Have a detailed family discussion to identify what options are available to you, and how much help is available. Estimate approximate earnings during summers and after school jobs. Research financial aid, scholarships, work-study programs, grants and loans. Be sure to get financial advice early. For more information, contact the counselor, or visit [www.sdacademy.net](http://www.sdacademy.net) and click on the counseling link.

Research as many schools as possible to find the perfect fit for you. **Ask yourself... What type of institution is best for me?** You can choose from:

### - **Specialized Professional or Trade School**

The specialized school provides training for a particular vocational area such as drama, clothing design, dancing, cosmetology, modeling, data processing, commercial art, auto mechanics, and many other occupations. The program of study may last a few months or years, depending on the occupation involved. It usually does not lead to a degree, but it may lead to a certificate or license, or prepare you for special examinations in a particular field. For more information, check with the counseling office.

### - **Community Colleges**

The California Community Colleges are comprised of 72 districts and more than 100 colleges, and offer a two-year program of study beyond high school. The curriculum is of two basic types: (a) college parallel for those planning to transfer to four-year colleges or universities, (b) associate or certificate programs in workforce training and basic skills education. For more information, visit [www.cccco.edu/CommunityColleges](http://www.cccco.edu/CommunityColleges) or [www.sdacademy.net](http://www.sdacademy.net) and click on the counseling link.

### - **Transfer Students**

All community colleges offer a full range of academic courses that enable a student

to transfer to a four-year college or university. With careful planning, a student may enter the four-year university as a junior after two years of community college work. One such program is called TAG (Transfer Admission Guarantee) offered by several of the University of California campuses. For more information, go to [www.uctransfer.org](http://www.uctransfer.org) or go to [www.sdacademy.net](http://www.sdacademy.net) and click on the counseling link.

### **California State Universities (CSUs)**

Ranging from Humboldt near the Oregon border to San Diego near the Mexican border, the 20 plus campuses of the California State University and Colleges constitutes one of the largest systems of higher education in the country. The CSUs have more than two dozen campuses throughout California and offer bachelors, masters and PhD programs in 240 subject areas. Some certificate programs are also offered. For more information on meeting requirements and researching individual campuses, go to [www.calstate.edu](http://www.calstate.edu).

### **University of California**

The University of California (UC) system has ten campuses throughout California and offers instruction in a wide range of fields. Bachelors, masters and PhD degrees are offered in a wide variety of subjects. For more information on researching individual campuses, subjects of study, and requirements for admission, go to [www.ucop.edu/pathways](http://www.ucop.edu/pathways), or check with the counseling office.

### **Independent Colleges (Private) and Universities**

The hundreds of independent (privately supported) institutions in the United States have a wide range of characteristics. Since the tuition is paid by the student rather than public tax dollars, the cost to the family may be greater than the cost of a public university, but not always. Some are large and offer both undergraduate and graduate programs, but most are relatively small and offer students a personalized community life. In addition to the typical admission requirements, these colleges often take a closer look at individual students by requiring letters of recommendation and personal interviews. Go online to research individual private colleges and universities, or check with the counseling office.

### **Technical Institutions**

These are colleges that emphasize the physical sciences and engineering. There are many such institutions, some public, and some private, where you may specialize in science and engineering. Examples are California Institute of Technology, Rensselaer, and Massachusetts Institute of Technology. For more information, visit the counseling office.

## **Other factors to consider in selecting a college**

- Geographic location
- Campus setting
- Campus safety
- Religious vs. non-denominational
- Size of school
- Extracurricular activities
- Public vs. private
- Structure of academic program
- Strength in major you may be interested in

## On-Campus Visits from College Admissions Officers

College representatives from around the country visit San Dieguito Academy throughout the school year to meet with students. These visits can be extremely helpful in helping a student to learn more about a school and to develop contacts with an admissions representative. College visits may be posted by the Counseling office and are on the website. For more information, visit [www.sdacademy.net](http://www.sdacademy.net) and click on counseling, or visit the weekly calendar section of e-option.

## Admission Options

Many colleges and universities offer a variety of application options. Admission options are:

1. **Early Decision:** An opportunity for you to submit credentials early to one college. If accepted, you must agree to withdraw all other applications and to accept the college's offer of admission. The acceptance, denial or deferral is mailed well in advance of the usual notification date. You are honor bound to attend the college if accepted. If your application is deferred, you will be reconsidered along with the rest of the applicant pool.
2. **Early Action:** A procedure similar to Early Decision in time frame, but you do not need to commit to attend the college if accepted. If admitted, you do not need to withdraw applications to other colleges and you do not need to reply to the college until the May 1 deadline.
3. **Rolling Admission:** Some colleges review applications as they are received and make admission decisions throughout the application period.
4. **Regular Decision:** Students submit an application by a certain date and receive an admission decision by a clearly stated deadline. The majority of applicants apply in this admission option.
5. **Deferred Admission:** Some colleges allow you to postpone your enrollment for a semester, year, or even two years later than the semester for which you had applied. Students often wish to defer matriculation for travel, work, or to complete other projects. Matriculation at another college is generally not an acceptable reason to defer admission.
6. **Wait Listed:** You may need to accept admission to another college while waiting to know if you are accepted to a college where you are waitlisted.

## Counselor and Teacher Recommendations

Students applying to most out of state universities and private colleges must complete a college and Scholarship Recommendation Form. A letter of recommendation is required from their counselor. Forms are available in the counseling office or on the counseling webpage. Provide your counselor or teacher with the completed form several weeks before the deadline. Begin collecting student's academic and extra-curricular information freshman year. For more information, go to the counseling webpage or visit your counselor.

## San Dieguito Academy Foundation (SDAF)

## 9 WAYS FOR PARENTS TO BE INVOLVED

The San Dieguito High School Academy Foundation (SDAF) was established in 1997 as a 501©(3) California non-profit corporation to raise funds and coordinate volunteer activities in support of educational and extra curricular programs at San Dieguito High School Academy (SDA).

Detailed information about the Foundations' councils and board committees including meeting time and contact information can be found on the Foundation website [www.sdafoundation.com](http://www.sdafoundation.com) or by contacting the Foundation office located on campus- next to the athletic office in Bldg. B.

The Foundation Forum newsletter is also available online monthly.

Please feel free to attend any of the councils or committees that support SDA students.

### Contact Information

SDA Foundation Executive Director

website: [www.sdafoundation.com](http://www.sdafoundation.com)

e-mail: [sdafoundation@sduhsd.net](mailto:sdafoundation@sduhsd.net)

phone: 760-753-1121 ext. 5085

address: SDAF – 800 Santa Fe Drive, Bldg. B – Encinitas CA 92024

### Parent Foundation

We have an active Parent Foundation, dedicated to enriching our school through the involvement of SDA parents in a variety of activities and events. Each year the SDA Foundation coordinates the efforts of hundreds of parents who generously provide their time, talents, energy, and financial resources to support programs and activities at SDA. The continued success of our school and our students depends upon the generosity of our community to sustain and advance the mission of SDA. We hope that you will join us.

**Board of Directors-** SDAF is governed by an elected Board of Directors with both school and student representations in addition to a paid Executive Director. It is the only non-profit 501 c (3) fundraising organization at SDA and is the umbrella organization for all parent groups at SDA. The board works hand-in-hand with the school administration to identify and support athletic program priorities.

**Board Committees-** Committees focus on specific board management areas such as Alumni, Communications and Public Relations, Development, Finance, Fundraising and Grants. Board committees meet on an as-needed basis.

**Board Councils-** Councils fundraise for and support specific activities, teams, clubs, or programs at the school. They depend on the participation of parents and community members to sustain and grow these programs. All councils meet monthly. Check the Weekly Bulletin to go to [www.sdafoundation.com](http://www.sdafoundation.com) for meeting times and locations.

- Academic Council: Supports Speech & Debate, Mustang Minds, Young Leaders in Health Care, and Robotics Team

- Athletic Council: Supports our student athletes and athletic programs at the Academy

- Grad Nite: Plans, coordinates, and chaperones a safe and sober Grad Nite celebration

- Music Council: Supports our student musicians and encourages the development of



music programs at the Academy.

-Student Support Services: Promotes the efforts of students, parents, counselors, administrators, staff and the community in working together to develop programs and promote resources that address the issues of the SDA community.

-Theater Council: Supports our student thespians and promotes the development of a dynamic theater department at SDA.

New members are always welcomed to attend and participate.

## **Volunteer Support**

There are many ways to contribute. You can send in miscellaneous donations such as food and drinks for dances and staff hospitality, participate on the Board and/or committee work, or help with fundraising, grant writing, party planning, senior activities, athletic team support, band and theater boosters, finance and book keeping, public relations and marketing, and community/alumni outreach- and all of the other needs of a small business!

## **Donor Support**

The critical financial support provided by the SDA Foundation comes primarily from parent donations and annual fundraising events like the Fall Dinner Auction typically held in October. The continuation of high quality education for SDA students is dependent on the financial support of our SDA families. We ask that every family contribute in whatever way they can and 100% participation is our goal.

There are several ways to make a gift:

- **Annual Appeal:** Contribute at the beginning of the school year to our annual appeal. We ask every family to make a contribution to help support programs at SDA. Contribute to general fund, councils or direct your donation to a specific department. This is our largest single source of funding.
- **Fall Dinner Auction/Mustang Magic:** Purchase tickets, secure underwriting sponsors, solicit donations for the silent auction. This is a great socializing event for new parents as well as a fundraising opportunity to support our kids.
- **eScrip:** Help to raise funds through purchases made at participating stores. Sign up at [www.escrip.com](http://www.escrip.com) using the group ID# 141468933 and group name SDA Foundation.
- **Company Matching Funds:** Ask your employer to match your generous gift. For a list of companies with matching fund programs, go to [www.sdafoundation.com](http://www.sdafoundation.com) and click on the link to corporate partners.
- **Council Events:** Support the fundraising efforts of the various councils throughout the school year:

**Cabaret Night:** Supports performing arts programs at SDA

**Casino Night:** Supports athletic programs at SDA

**Capital Campaign:** Support our campaign to build a new Performing Arts Center at SDA and help us provide the best facilities for our students. Private donations for this project will supplement state and district funds.

**Your generous support will enhance your students' learning experience at SDA and leave a legacy for years to come.**