

Orange County Department of Education  
**Pacific Coast High School**  
14262 Franklin Avenue Suite #100  
Tustin, CA 92780  
Phone: 714.245.6500 Website: pchs.k12.ca.us

**July/August Trimester 2017**

## How to Enroll

### IRVINE UNIFIED SCHOOL DISTRICT

#### Overview

- Registration Forms will be accepted **starting Monday – April 3, 2017**
- PCHS offers one July/August session: **July 3, 2017 – August 9, 2017**
- A maximum of 10 credits may be taken
- All courses are online and are research based - students have access 24/7
- Students must have an individual working email to enroll (No Sharing) & cannot be a school district email address.  
**All correspondence will be sent to the student's email address**
- Weekly submission of work is required
- Each course has a detailed syllabus
- Math courses have a mandatory final on campus or online the week of **August 9, 2017** - syllabus will have details

#### Courses Offered

##### **Electives:**

Cyber Skills\* (5 credits)  
Health (5 credits)  
PE (5/10 credits)

\***Note: Course was formerly called  
Computer Skills**

##### **UC Approved Courses:**

Economics (5 credits)  
English 9-12 (5/10 credits)  
US History (5/10 credits)  
World History (5/10 credits)  
Government (5 credits)

##### **UC Approved Math Courses:**

Algebra 1 (5/10 credits)  
Geometry (5/10 credits)  
Algebra 2 (5/10 credits)  
Trigonometry (5/10 credits)  
Pre-Calculus (5/10 credits)

#### To enroll, student will:

1. Meet with your current counselor to determine course(s) needed.
2. **Print the 7 page July/August Enrollment Forms** from the PCHS website: [pchs.k12.ca.us](http://pchs.k12.ca.us) >enrollment>Irvine USD  
Complete the first 6 pages. Parent and student must sign forms.
3. **Save the 1 page Course Login directions.**
4. Read the July-August Subsidiary Agreements (Not necessary to print).
5. Turn in 6 page enrollment forms to the counselor at your school. Counselor will review paperwork and attach an unofficial transcript.
6. Counselor will forward completed Enrollment Forms to the IUSD Coordinator, Student Services, **Tim Hornig**, for signature.
7. Coordinator will send all completed Enrollment Forms/transcript/referral to PCHS.  
**FORMS MAY NOT BE FAXED or EMAILED!**
8. **Incomplete forms or forms with missing signatures CANNOT be processed.** PCHS must receive forms no later than **3:00 PM on May 26, 2017**. Enrollments are processed on a first-come, first-served basis.  
**Classes may fill and close prior to May 26, 2017.**
9. Once enrollment forms are submitted course changes must be done on an Add/Drop Form (available on the PCHS website under "forms".) **ADDS and CHANGES** must be made by **June 23, 2017**.  
**Course DROPS** may be made through **July 28, 2017**. Add/Drop forms may be faxed to 714.508.0215.

#### PCHS will:

1. Enroll all students with **COMPLETE** enrollment packets in the requested courses on a first-come, first-served basis.  
Students will receive an **EMAIL** for either: a) Confirmation of Course Enrollment  
b) Indicating course is closed/student **NOT** enrolled
2. Provide a report card at the end of the trimester.

