**7th Grade – College & Career Awareness**

**College & Career Awareness** is a required class for Utah’s seventh grade students. The class explores careers as students participate in activity-centered lessons which utilize technology and develop foundational skills. The class will have a different teacher and emphasis for each trimester. This trimester’s emphasis will be on business careers.

**Student Learning Objective:**

Students will be able to identify more than 4 careers in the business focus units. They will also be able to describe vital information about those careers such as skills, abilities, education requirements, and work environment.

**Class Procedures**

1. Each student will be given four **hall passes** per quarter. Students will surrender a hall pass if they leave the class for any reason. At the end of each quarter five **extra credit points** will be given for each unused hall pass **IF all of their work is complete and turned in**. Students with missing work will not be given extra credit points.
2. If a student is **absent** for any reason, they will have until Friday to make up the work without a late penalty. Students absent on a Wednesday or Thursday will have until next week’s Friday to make up the work without a late penalty.
3. Late assignments are docked 25%. It is assumed that late assignments will be complete and show high quality work or lower scores are possible.
4. Any **electronic devices** visible or in clothing pockets during class will be confiscated until class is over and given to the principal. Devices need to be in a student’s backpack on silent.
5. Students will each be assigned a number. Any assignments turned in without that number will not be graded and will be placed in the “no number” folder until the student’s number is filled in and in the correct location in the top right corner.
6. Students will be awarded daily participation points if they are present and participating. Absent students will be given a way to make up participation points up to 60%. Said makeup work must be student initiated. No late participation points will be accepted! See Rule #2 for when they are due.
7. Please see the attached sheet for the class citizenship policy.

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| **Grading** A | A- | B+ | B | B- | C+ | C | C- | D+ | D | D- | F |
| 93 | 90 | 87 | 83 | 80 | 77 | 73 | 70 | 67 | 63 | 60 | below 60 |

**Items Needed for Class:** notebook, pencil or pen, a smile

**Parents**, the class website is listed in the header. You will have access to all of your student’s class work there. If students are absent, they will be directed to the class website to print or view their missing work on their own either at school or at home.

Please sign below if you have read and understand the class rules, citizenship policy, and grade scale. Students need to return it to class for credit.

**Citizenship Policy and Points**



