

## 2020–21 UC 'A-G' COURSE LIST UPDATE INSTRUCTIONS

This attachment provides important course updates for 2020-21 and contains instructions for completing both the UC 'a-g' Worksheets (pdf version) in Attachment 3, and the UC 'a-g' Worksheets (Excel version) in Attachment 4.

### Course Updates for 2020-2021

#### 1. AP Computer Science Principles.

The College Board has updated the content and structure of the AP Computer Science Principles course and exam for the 2020-21 school year. As a result, all teachers planning to teach the course in 2020-21 are required to submit a new course syllabus to the AP Audit for approval. This includes both first-time teachers of the course and current teachers whose syllabus was previously approved by the AP Audit. Principals will not be able to renew any existing audit authorizations for course teachers at their site.

**Important:** In order for AP Computer Science Principles to be included on your school's official 2020-21 UC 'a-g' Course List, your teacher must receive final AP Audit approval of his/her syllabus before the 'a-g' Course Update cycle closes on September 15, 2020. The UC deadline takes priority over the one set by the AP Audit for teachers.

#### 2. Project Lead the Way (PLTW) Engineering Courses

PLTW engineering courses have moved from the UC 'g' elective subject area to the UC 'd' science subject area. This change was initiated by PLTW and allows the courses to be used in the UC admissions process as an additional year of science coursework beyond the two years of courses required in that subject area.

### Updating the 2020-21 UC 'a-g' Worksheets

The 2020-21 UC 'a-g' worksheets are provided in two formats this year to ensure that everyone has a way to update them. Brief descriptions of the two options follow[ detailed instructions on how to update each one are provided later in this attachment:

**Option 1 (pdf worksheet version–Attachment 3):** These worksheets are printed out and updated in the standard manner. Once updated, you must have the ability to scan the completed worksheets and return them via email.

**Option 2 (Excel worksheet version–Attachment 4):** These worksheets are updated electronically by downloading an Excel file onto your computer and then entering your revisions into an Excel table version of the worksheets. The updated Excel document is then returned by email.

Both of these options require a completed Principal Certification Form (Attachment 2) to be returned with the updated worksheets. The form now includes fillable form fields and can be completed electronically.

Separate instructions for completing each of the worksheet options begin on the next page. Please make sure you follow the correct instructions for the type (format) of worksheet you are updating.



**Instructions for Completing the 2020-21 UC 'a-g' Worksheets (PDF Version)**

To update your 'a-g' worksheets as described in Option 1, download and print out the worksheets in Attachment 3 and revise them as described below:

**1. General**

- Write the name of your school in the space provided at the top of each page.
- Do not add, delete, or change any of the 'x's that currently appear in your school's course selection column.
- Do not add course titles to the worksheets., All courses that are eligible to be placed on your school's 2020-21 UC 'a-g' Course List are listed on the worksheets.

**2. Updating Your Course Selections on the Printed Worksheets**

The course selections shown on the worksheets are the ones used to create your school's 2019-20 UC 'a-g' Course List. If any of these selections are changing in 2020-21, your UC 'a-g' Course List must be revised to reflect those changes. Only those 'a-g' courses that will be actively offered at your school in 2020-21 should be on your list.

To update your course selections for 2020-21 on the worksheets:

- If none of the selections on a worksheet page need to be changed, write “No Change” or “NC” at the top of the page and circle it.
- To **ADD** a new course you will offer in 2020–21 to your ‘a-g’ course list, circle the course number and course title on the worksheet and write ‘A’ in the left-hand margin next to course number.

A	6691/6692	Big History 1,2
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- To **DELETE** a course that won't be offered by your school in 2020-21, draw a line through the course number and title, and write ‘D’ in the left-hand margin next to it.

D	<del>6649/6650</del>	<del>Global Polit &amp; Econ Decisions 1,2</del>
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Courses that won't be offered at your school next year should not be left on your course list, since this can disadvantage students in the admissions selection process. Your 'a-g' list is intended to serve as an accurate record of the 'a-g' courses students at your site can take each academic year.

**3. Principal Certification**

When you you have finished updating the worksheets, fill out and sign the Principal Certification Form in Attachment 2.

Scan and email the updated worksheets and completed principal certification form to: kwilson2@sandi.net by **Tuesday, May 26, 2020.**

### **Instructions for Completing the 2020-21 UC 'a-g' Worksheets (Excel Version)**

To update your 'a-g' worksheets as described in Option 2, download the Excel file in Attachment 4 and save it to your computer after renaming it by adding your school's name to the start of the file title (e.g. Madison Att 4\_20-21 UC\_a-g\_Worksheets). Open the saved file and complete your revisions as described below:

#### **1. General**

- Use RED, CAPITAL LETTERS to enter all information.
- Highlight the word "School" at the top left of the first worksheet and replace it with the name of your school in red capital letters. This is the only worksheet you need to do this on.
- Do not add, delete, or change any of the 'x's that currently appear in the course selection column for your school. Entries in that column should remain unchanged.
- Do not add more rows to the worksheets.
- Do not add course titles to the worksheets. All courses that are eligible to be placed on your school's 2020-21 UC 'a-g' Course List are listed in the Excel file.

#### **2. Updating Your Course Selections Electronically on the Excel Worksheets**

The course selections displayed on the Excel worksheets are the ones used to create your school's 2019-20 UC 'a-g' Course List. If any of these selections are changing in 2020-21, your UC 'a-g' Course List must be revised to reflect those changes. Only those 'a-g' courses that will be actively offered at your school next year should appear on your academic year 'a-g' list.

To update your course selections for 2020-21 on the Excel worksheets, do the following:

- To **ADD** a new course you will offer in 2020–21 to your 'a-g' course list, enter the word "ADD" in red capital letters immediately after the course title on the worksheet.
- To **DELETE** a course that won't be offered by your school in 2020-21, enter the word "DELETE" in red capital letters immediately after the course title on the worksheet.

Continue doing this until you reach the end of the file and then save your changes.

#### **3. Principal Certification**

When you you have finished updating the Excel file, open the the Principal Certification Form in Attachment 2, fill in the requested information, and sign it.

Email the updated Excel file and completed principal certification form to: [kwilson2@sandi.net](mailto:kwilson2@sandi.net) by **Tuesday, May 26, 2020.**