



RECORD OF COUNSELING

General H.H. Arnold High School
Programs in Technology Education

ORIENTATION STATEMENT

I realize that the Networking course is a two-year (4 semester) commitment that could lead to industry recognized certification as a Cisco Certified Network Associate (CCNA). I know that this is an advanced course that will require a great deal of outside preparation to complete successfully. I also know that I will have to maintain exceptional attendance so I don't miss the lectures and demonstrations that are required for each chapter of instruction. Furthermore, I understand that there is a substantial amount of material I'll have to read to prepare for the frequent laboratories and examinations and that I will have to spend a significant amount of time outside of class hours studying the material... both at home and in the classroom. Although this course does not provide CCNA certification I can attempt the exam at an authorized Cisco testing center at my own expense once I've completed the entire course.

I have (my dependent) been counseled regarding my obligations towards successfully completing this course. I am familiar with our class rules and the discipline necessary to maintain a safe shop environment that is conducive to learning. I know the grading policy and that I must complete my work in a timely manner. I know I will have only two attempts at each exam and that my grade is determined by the successful completion of my exams, laboratory experiments, oral exams, performance tests, and homework. They are no optional assignments.

Besides academic instruction, I will be placed in situations that require me to exercise my employability and interpersonal relationship skills. These activities include shop support work and leadership tasks. I know that I may be required to work on overdue assignments during lunch, after school, and on weekends in the classroom if I am not making adequate progress. My instructor has made it clear that substitute teachers have the same authority as does he. I will treat them with the same respect as I do my instructor. I am also aware that student leaders in the class have the authority to evaluate my work and direct me in my clean up duties and shop support work. They should be consulted first when I'm having problems with my course work.

I know I am subject to disciplinary action if I break any class or school rules. Corrective actions will include (in order) verbal counseling, written counseling, 30 minute detention during lunch, parent conference, detention after school, Saturday detention, parent-student-teacher conference, suspension, and/or removal from class. Finally, I am aware that myself and my sponsor are responsible for the repair or replacement of any DoDDS property that I might lose, pilfer, deface, or destroy due my neglect.

INSTRUCTOR
Gen. H. H. Arnold High School
DoDDS - Europe

STUDENT SIGNATURE

DATE

Last Name, First, MI
(Please Print)

PERIOD

DEROS

PARENT SIGNATURE

DATE

Will you commit to 4 semesters?
Yes - No

Last Name, First, MI
(Please Print)

PERIOD