

**The following item will be discussed at the meeting of the Standing Committee on Teaching, Learning and Student Supports to be held on Thursday, July 19, 2018 at 3:30 p.m. in the Esther Howland Chamber in City Hall.**

gb #8-201 - Administration (June 11, 2018)

To consider approval of the following courses:

- Business Technology Seminar
- Database Administration
- Spreadsheet Development
- Technical Theater and Design
- Introduction to Life Sciences

Committee Members  
Brian A. O'Connell, Chairman  
John F. Monfredo, Vice-Chairman  
Molly O. McCullough

Administrative  
Representative  
Susan O'Neil, Ph.D.

OFFICE OF THE  
CLERK OF THE SCHOOL COMMITTEE  
WORCESTER PUBLIC SCHOOLS  
20 IRVING STREET  
WORCESTER, MA 01609

AGENDA #4

The Standing Committee on TEACHING, LEARNING AND STUDENT SUPPORTS  
will hold a meeting:

on: Thursday July 19, 2018  
at: 3:30 p.m.  
in: Esther Howland Chamber, City Hall

ORDER OF BUSINESS

- I. CALL TO ORDER
- II. ROLL CALL
- III. GENERAL BUSINESS

gb #2-139 - Mr. O'Connell/Mr. Monfredo/Ms. Colorio (April 11, 2012)

To consider development of a partnership with the Boston Debate League to support academic debate teams in high schools in Worcester.

gb #4-175 - Ms. Novick/Mr. Monfredo/Mr. Foley/Mr. O'Connell (May 28, 2014)

To consider the possible benefits and drawbacks of later secondary school start times on teaching and learning.

gb #4-259 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Miss Biancheria (September 17, 2014)

To initiate a course in Mandarin Chinese at the Advanced Placement level, offered either in a customary classroom setting or through Virtual High School.

gb #5-328 - Administration (November 24, 2015)

To consider the Coordinated Program Review (CPR).

ROS #6-3 - Administration (March 9, 2016)

THE OPIATE EPIDEMIC: IMPACT ON THE WORCESTER COMMUNITY

gb #6-28.1 - Administration/Ms. Colorio/Mr. O'Connell/Mr. Monfredo/  
Miss Biancheria (February 17, 2016)

Response of the Administration to the request to provide a list of assessments that were administered to kindergarten students for the 2015-16 academic year.

gb #6-37 - Mr. O'Connell/Mr. Monfredo/Ms. Colorio/Miss McCullough  
(January 11, 2016)

To address the incidents of violent and aggressive behavior on the part of students toward teachers, administrators and other staff members in school, including staff development training in responses to student aggression, and consideration of appropriate policies and practices to curtail such incidents.

gb #6-260.1 - Administration/Miss Biancheria/Mr. O'Connell/Ms. Colorio/  
Mr. Monfredo (November 1, 2016)

Response of the Administration to the request to provide a report indicating by individual school its designated level (I, II, III, IV or V) and outline ways in which these levels can be improved.

gb #6-264 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Ms. Colorio/Miss  
McCullough/Miss Biancheria (July 6, 2016)

To consider opportunities to enhance the education of the academically gifted students of the Worcester Public Schools, at all appropriate levels.

gb #6-270 - Mr. Monfredo/Mr. O'Connell/Ms. Colorio/Miss McCullough/Miss  
Biancheria (July 22, 2016)

Request that the Administration provide a report on the summer school programs to include:

- academic progress
- attendance
- community involvement
- engagement of colleges in summer activities
- number of ELL students
- number of grade 1 and 2 students

and suggest improvements for next year.

gb #7-2 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Miss McCullough (December 16, 2016)

To review the 2016 Successor Settlement Agreement between the United States of America and the Worcester Public Schools, and to determine the financial costs of implementing it in full, for use in preparation of the fiscal year 2018 Budget.

gb #7-4 - Mr. O'Connell/Mr. Foley/Ms. Colorio/Mr. Monfredo/Miss McCullough (December 16, 2016)

To urge the individual Worcester public schools, and departments, to review and expand their websites, as a means of (1) increasing the information available through them, (2) showcasing student work and achievements, (3) sharing detailed curricular and programmatic information, and (4) assisting prospective students and parents in making informed decisions as to selection of an appropriate school.

ROS #7-6 - Administration (March 20, 2017)

UPDATE ON THE AVID (ADVANCEMENT VIA INDIVIDUAL DETERMINATION) SYSTEM  
IN THE WORCESTER PUBLIC SCHOOLS

ROS #7-9 - Administration (May 10, 2017)

INNOVATION SCHOOL END OF CYCLE REPORT

gb #7-23 - Mr. O'Connell/Ms. Colorio/Mr. Monfredo/Miss McCullough/Miss Biancheria (January 3, 2017)

To consider making an online grading system available to all teachers for the 2017-18 academic and fiscal year.

gb #7-59 - Mr. O'Connell/Mr. Monfredo/Miss Colorio/Miss Biancheria/Miss McCullough (February 6, 2017)

To reestablish the PEAK ("Providing Enrichment for Able Kids") Program in the Worcester Public Schools.

gb #7-127 - Mr. O'Connell/Ms. Colorio/Mr. Monfredo/Miss Biancheria (March 21, 2017)

To consider establishing a literary magazine for the Worcester Public Schools, to publish the writings, paintings, drawings, and other creative work of WPS students, teachers and other staff members.

gb #7-201 - Mr. O'Connell (May 8, 2017)

To implement the new Chinese Language and Culture Advanced Placement course in the Worcester public secondary schools as soon as a sufficient number of students have completed all prerequisites required to enable them to take the course.

gb #7-207 - Mr. O'Connell/Miss Biancheria (May 17, 2017)

To discuss with appropriate members of the staff of Elm Park Community School the possible conversion of the school into an autonomous Horace Mann Charter School.

gb #7-275 - Mr. O'Connell/Mr. Monfredo/Miss Biancheria/Mr. Foley (July 25, 2017)

To consider participating in the Harvard University's Teacher Fellows Program, with placement of Fellows in the Worcester high schools.

gb #7-282 - Administration (August 2, 2017)

To approve the proposed 2018-19, 2019-20 and the 2020-21 School Calendars.

gb #7-285 - Miss McCullough/Mr. Monfredo/Miss Biancheria/Ms. Colorio/Mr. O'Connell (August 7, 2017)

To explore options and policies regarding work assigned and performed at home on snow days in an effort not to extend the school year.

gb #7-322 - Mr. Monfredo/Mr. O'Connell/Miss Biancheria/Ms. Colorio (September 25, 2017)

Request that the Administration consider developing a student program to instruct secondary students about food allergies and anaphylactic risks.

gb #7-333 - Ms. Colorio/Mr. Monfredo/Mr. O'Connell/Miss Biancheria (September 27, 2017)

Request that the Administration consider establishing a confidential student drug and alcohol hotline and indicate how it would be implemented in the schools.

gb #7-367 - Miss Biancheria/Miss McCullough/Ms. Colorio/Mr. O'Connell/Mr. Monfredo (October 24, 2017)

Request that the Administration provide a report on the UNITEY Program at North High School that involves civic engagement and internships for students.

gb #8-29 - Mr. Monfredo/Mr. O'Connell/Miss Biancheria/Mr. Comparetto/Miss McCullough (January 16, 2018)

To engage in a comprehensive plan in an effort to have children read on grade level by the end of grade three.

gb #8-42 - Miss Biancheria/Mr. Monfredo/Mr. O'Connell/Mr. Comparetto/Miss McCullough (January 23, 2018)

Request that the Administration study the feasibility of involving students in community service projects at the Senior Center.

gb #8-43 - Mayor Petty/Mr. Foley/Mr. Monfredo/Mr. O'Connell/Miss Biancheria/Mr. Comparetto/Miss McCullough (January 24, 2018)

Request that the Superintendent create an updated Health and Wellness Curriculum for middle and high school students.

gb #8-55 - Miss McCullough/Mr. O'Connell/Mr. Monfredo/Mr. Comparetto/Miss Biancheria (February 3, 2018)

Request that the Administration provide a progress report on the Hanover Academy at Burncoat Middle School.

gb #8-59 - Mr. Comparetto/Mr. O'Connell/Mr. Monfredo (February 7, 2018)

To consider a review of a publication entitled Teaching Hard History: American Slavery from the Southern Poverty Law Center.

gb #8-94 - Mr. Monfredo/Miss McCullough/Mr. O'Connell (March 2, 2018)

Request that the Administration consider expanding the Worcester: Future Teachers Program in conjunction with Worcester State University in an effort to recruit the best and brightest students.

gb #8-97 - Mr. Comparetto/Miss McCullough/Mr. Monfredo/Mr. O'Connell (March 7, 2018)

Request that the Administration provide a report on school libraries.

gb #8-107 - Mr. O'Connell/Miss Biancheria/Mr. Comparetto/Miss McCullough/Mr. Monfredo (March 16, 2018)

To request that the administration review the January 2018 Policy Statement of the Department of Elementary and Secondary Education "Alternative Structured Learning Day Programs" and that it recommend to the School Committee whether any such programs should be implemented in the Worcester Public Schools for 2019-20.

gb #8-139 - Mr. Comparetto/Mr. Foley/Miss McCullough/Mr. Monfredo/Mr. O'Connell (April 18, 2018)

Request that the Administration provide a report regarding all Early Childhood Programs in the Worcester Public Schools.

gb #8-161 - Mr. Comparetto/Mr. Foley/Miss McCullough/Mr. Monfredo/Mr. O'Connell (May 9, 2018)

Request that the Administration study the feasibility of developing partnerships with Recreation Worcester and other municipal or non-municipal organizations in order to create more team sports in Worcester's middle schools.

gb #8-162 - Mr. Comparetto/Mr. Foley/Miss McCullough/Mr. Monfredo/Mr. O'Connell (May 9, 2018)

To consider a review of a report entitled Extracurricular Participation and Course Performance in the Middle Grades: A Study of Low-Income, Urban Youth by Kate Schwartz.

gb #8-163 - Mr. Comparetto/Mr. Foley/Miss McCullough/Mr. Monfredo/Mr. O'Connell (May 9, 2018)

Request that the Administration provide a report regarding the process of bringing together various private and public groups to develop middle school athletic programming as highlighted in the Worcester Magazine's article entitled The Case For Middle School Sports: Can City Hoops Spark a Rebound?

gb #8-164 - Miss Biancheria/Miss McCullough/Mr. Monfredo/Mr. O'Connell (May 9, 2018)

Request that the Administration provide a report on the JROTC programs and include ways to actively promote interest at the middle school level for high school participation in this program.

gb #8-200 - Mr. O'Connell/Miss Biancheria/Mr. Comparetto/Mr. Foley/Miss McCullough/Mr. Monfredo/Mayor Petty (June 11, 2018)

To review the new Science Curriculum.

gb #8-201 - Administration (June 11, 2018)

To consider approval of the following courses:

- Business Technology Seminar
- Database Administration
- Spreadsheet Development
- Technical Theater and Design
- Introduction to Life Sciences

motion (gb #7-148.2) Mr. O'Connell (June 15, 2017)

Request that the report of the actual grants be referred to the Standing Committee on Teaching, Learning and Student Supports for a review of the grants and the programs operated under the grants.

motion (gb #7-220) Miss Biancheria (June 1, 2017)

Request that the approved Admission Policy for Worcester Technical High School be referred to the Standing Committee on Teaching, Learning and Student Supports.

motion (ros #7-14) Miss Biancheria, Ms. Colorio

Request that the Administration provide a breakdown of the backup by sections as follows:

- Elementary Education
- Secondary Education
- Curriculum and Professional Learning
- Instructional and Digital Learning

motion (gb #8-123.2) Mr. O'Connell (June 21, 2018)

Request that pages 237-265 from the Budget Book regarding the Various Grant Programs be referred to the Standing Committee on Teaching, Learning and Student Supports for further discussion.

#### IV. ADJOURNMENT

Helen A. Friel, Ed.D.  
Clerk of the School Committee



STANDING COMMITTEE: **TEACHING, LEARNING AND STUDENT SUPPORTS**

DATE OF MEETING: Thursday, July 19, 2018

ITEM: Administration (June 11, 2018)

To consider approval of the following courses:

- Business Technology Seminar
- Database Administration
- Spreadsheet Development
- Technical Theater and Design
- Introduction to Life Sciences

PRIOR ACTION:

6-21-18 - Referred to the Standing Committee on Teaching, Learning and Student Supports.

BACKUP:

Annex A (1 page) contains a copy of the Business Technology Seminar course request form.

Annex B (1 page) contains a copy of the Database Administration course request form.

Annex C (1 page) contains a copy of the Spreadsheet Development course request form.

Annex D (2 page) contains a copy of the Technical Theater and Design course request form.

Annex E (1 page) contains a copy of the Introduction to Life Sciences course request form.

## WORCESTER PUBLIC SCHOOLS – NEW COURSE REQUEST FORM

Date of Request: 4/27/18 Requesting School/ Office: North High School

Proposed Course Name: Business Technology Seminar Required Prerequisite Course/s: \_\_\_\_\_

Proposed Course Level					Proposed Course Credit					G.P.A.		Honor Roll	
(check all that apply)					(check all that apply)					Yes	No	Yes	No
A.P.		Honors	X	College	1.0	X	.5		.25		X		X

Proposed Course Department	Select one		Is proposed course a Career/Vocational Technical Course			
	Core Course	Core Elective	Yes	No	(if yes check one)	
					Chapter 74	Non-Chapter 74
Business Technology	X		X		X	

**Proposed Course Description:** In this capstone course, students learn about Entrepreneurship, Social Media, and Website Design. Students will utilize skills acquired in their Freshman, Sophomore, and Junior Chapter 74 courses to apply their knowledge to the creation of business plans to start their own businesses. As an honors level course, content will be covered at an accelerated pace. Students will study topics at a deeper level and will be expected to complete more independent coursework and assignments.

**Essential question/s for the course:**  
How do you go about starting your own business?

**Standards addressed in the course:**  
Business Technology Strand 2, Frameworks 2.C. and 2.G, including all standards under these frameworks.

MassCore is a rigorous and comprehensive course study recommended by the Commonwealth as preparation for college and career. MassCore is also the vehicle through which high school students can gain competence in computational, scientific, visual, creative, and critical thinking and can engage opportunities for “hands-on” application and exploration of new areas of knowledge and experiences.

**How does this course support the readiness of students for college and career?**  
This is a Chapter 74 course which is aligned with the frameworks established by the DOE to support career and college readiness in the area of Business Technology.

<p><b>Please Note:</b> All New Course Requests must come through the school principal.</p>	<p><b>For Office Use Only</b></p> <p>Approved Date: _____</p> <p>S.C. Item Number: _____</p> <p>Assigned Course Number: _____</p> <p>Dept. Code: _____</p> <p>Subject Area Code Number: _____</p> <p>Subject Area Course: _____</p> <p>Zip Code Number: _____</p>
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## WORCESTER PUBLIC SCHOOLS – NEW COURSE REQUEST FORM

Date of Request: 4/27/18 Requesting School/ Office: North High School

Proposed Course Name: Database Administration Required Prerequisite Course/s: (THIS COURSE- SR YR)

Proposed Course Level				Proposed Course Credit				G.P.A.		Honor Roll	
(check all that apply)				(check all that apply)				Yes	No	Yes	No
A.P.	<input type="checkbox"/>	Honors	<input checked="" type="checkbox"/>	College	<input type="checkbox"/>	1.0	<input type="checkbox"/>	.5	<input checked="" type="checkbox"/>	.25	<input type="checkbox"/>

Proposed Course Department	Select one		Is proposed course a Career/Vocational Technical Course			
	Core Course	Core Elective	Yes	No	(if yes check one)	
Business Technology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Chapter 74	Non-Chapter 74
					<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Proposed Course Description:** In the course, students will learn essential and advanced skills including the creation, editing, and formatting of databases and utilizing advanced database management features such as specifying criteria, sorting and filtering data, performing calculations, and creating queries and reports. Students will prepare for MOS Certification in Access, and have the opportunity to test for certification during this course. As an honors level course, content will be covered at an accelerated pace. Students will study topics at a deeper level and will be expected to complete more independent coursework and assignments.

**Essential question/s for the course:**  
How do we use database information to communicate efficiently and effectively in our business communications?

**Standards addressed in the course:**  
Business Technology Strand 2, Framework 2.H, including all standards under this framework.

MassCore is a rigorous and comprehensive course study recommended by the Commonwealth as preparation for college and career. MassCore is also the vehicle through which high school students can gain competence in computational, scientific, visual, creative, and critical thinking and can engage opportunities for "hands-on" application and exploration of new areas of knowledge and experiences.

**How does this course support the readiness of students for college and career?**  
This is a Chapter 74 course which is aligned with the frameworks established by the DOE to support career and college readiness in the area of Business Technology.

**Please Note:**  
All New Course Requests must come through the school principal.

For Office Use Only	
Approved Date:	_____
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Subject Area Code Number:	_____
Subject Area Course:	_____
Zip Code Number:	_____

## WORCESTER PUBLIC SCHOOLS – NEW COURSE REQUEST FORM

Date of Request: 4/27/18 Requesting School/ Office: North High School

Proposed Course Name: Spreadsheet Development Required Prerequisite Course/s: \_\_\_\_\_

Proposed Course Level					Proposed Course Credit					G.P.A.		Honor Roll	
(check all that apply)					(check all that apply)					Yes	No	Yes	No
A.P.		Honors	X	College	1.0	X	5		.25	X		X	

Proposed Course Department	Select one		Is proposed course a Career/Vocational Technical Course			
	Core Course	Core Elective	Yes	No	(if yes check one)	
					Chapter 74	Non-Chapter 74
Business Technology	X		X		X	

**Proposed Course Description:** In the course, students will learn essential and advanced skills including the creation, editing, and formatting of spreadsheets, inserting elements into a spreadsheet, and utilizing advanced spreadsheet features such as filters, simple and complex formulas, naming ranges, functions, automation, and integration. Students will prepare for MOS Certification in Excel, and have the opportunity to test for certification during this course. As an honors level course, content will be covered at an accelerated pace. Students will study topics at a deeper level and will be expected to complete more independent coursework and assignments.

**Essential question/s for the course:**  
 How do we use spreadsheets to communicate efficiently and effectively in our business communications?

**Standards addressed in the course:**  
 Business Technology Strand 2, Framework 2.I, including all standards under this framework.

MassCore is a rigorous and comprehensive course study recommended by the Commonwealth as preparation for college and career. MassCore is also the vehicle through which high school students can gain competence in computational, scientific, visual, creative, and critical thinking and can engage opportunities for "hands-on" application and exploration of new areas of knowledge and experiences.

**How does this course support the readiness of students for college and career?**  
 This is a Chapter 74 course which is aligned with the frameworks established by the DOE to support career and college readiness in the area of Business Technology.

**Please Note:**  
 All New Course Requests must come through the school principal.

For Office Use Only	
Approved Date:	_____
S.C. Item Number:	_____
Assigned Course Number:	_____
Dept. Code:	_____
Subject Area Code Number:	_____
Subject Area Course:	_____
Zip Code Number:	_____

## WORCESTER PUBLIC SCHOOLS – NEW COURSE REQUEST FORM

Date of Request: 6/13/18

Requesting School/ Office: Burncoat High

Proposed Course Name: Technical Theater and Design

Required Prerequisite Course/s: N/A

Proposed Course Level					Proposed Course Credit					G.P.A.		Honor Roll	
(check all that apply)					(check all that apply)					Yes	No	Yes	No
A.P.		Honors	x	College	1.0		.5	x	.25		x		x
Proposed Course Department				Select one		Is proposed course a Career/Vocational Technical Course							
				Core Course	Core Elective								
Theater					x	Yes	No	Chapter 74		Non-Chapter 74			

**Proposed Course Description:** In the course, students will develop and build specific artistic skills within the technical theater. Students will learn hands on how to design for live theatre. Students will be exposed to the basics of all areas and then be allowed to specialize in a focus area of their choosing: costume/makeup/hair design, lighting design, stage management, sound/special effects design, scenic design/artistry. As an honors level course, content will be covered at an accelerated pace. Students will study topics at a deeper level and will be expected to complete more independent coursework and assignments.

**Essential question/s for the course:**

1. What is the role of a theater technician?
2. What are the technical aspects of theater?
3. What does it mean to be a responsible theater technician?
4. How can theater technology enhance the aesthetic responses of observers of dramatic productions?
5. What career opportunities are available for theater technicians?
6. How can changes in theater technology affect aspects of theater productions?

**Standards addressed in the course:**

- 4.11 Participate as a member of a technical crew or a management team for a study in mainstage production
- 4.12 Conduct research to inform the design of sets, costumes, sound, and lighting for a dramatic production.  
*For example, students select a play from a particular historical period, genre, or style and conduct research using reference materials such as books, periodicals, museum collections, and the Internet to find appropriate examples of hairstyles, furnishing, decorative accessories, and clothing*
- 4.13 Demonstrate an understanding of the interrelationship between the technical aspects of production and the on-stage performers
- 4.14 Apply technical knowledge of safety procedures and practices in the theatre environment

## WORCESTER PUBLIC SCHOOLS – NEW COURSE REQUEST FORM

4.17 Apply technical knowledge of safety procedures and practices in the use of theater equipment, tools, and raw materials understanding of the interrelationship between the technical aspects of production and the on-stage performers

MassCore is a rigorous and comprehensive course study recommended by the Commonwealth as preparation for college and career. MassCore is also the vehicle through which high school students can gain competence in computational, scientific, visual, creative, and critical thinking and can engage opportunities for "hands-on" application and exploration of new areas of knowledge and experiences.

### How does this course support the readiness of students for college and career?

Technical Theater and Design will provide an opportunity for Burncoat High School to teach the state's technical theater curriculum allowing our students to be well versed in all aspects of Theater Arts. The basic knowledge of technical elements that the students will have as a result of this course will allow them to work professionally in the theater community as well as be well-rounded theater practitioners for a college program.

**Please Note:**  
All New Course Requests  
must come through the  
school principal.

For Office Use Only	
Approved Date:	_____
S.C. Item Number:	_____
Assigned Course Number:	_____
Dept. Code:	_____
Subject Area Code Number:	_____
Subject Area Course:	_____
Zip Code Number:	_____

## WORCESTER PUBLIC SCHOOLS – NEW COURSE REQUEST FORM

Date of Request: 6/13/18

Requesting School/ Office: New Citizens Center Secondary & Young Adult

Proposed Course Name: Introduction to Life Sciences

Required Prerequisite Course/s: N/A

Proposed Course Level				
(check all that apply)				
A.P.	<input type="checkbox"/>	Honors	<input type="checkbox"/>	College
				X

Proposed Course Credit				
(check all that apply)				
1.0	<input type="checkbox"/>	.5	<input type="checkbox"/>	.25
	X			

G.P.A.		Honor Roll	
Yes	No	Yes	No
X	<input type="checkbox"/>	X	<input type="checkbox"/>

Proposed Course Department	Select one	
	Core Course	Core Elective
Science	X	<input type="checkbox"/>

Is proposed course a Career/Vocational Technical Course			
(if yes check one)			
Yes	No	Chapter 74	Non-Chapter 74
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>

**Proposed Course Description:** In the course, students will be introduced to the study of living things. They will study organisms such as microorganisms, plants, and animals. Students will study specific types of life such as zoology and botany. They will also explore topics such as genetics, anatomy, biotechnology, ecology and bioethics.

**Essential question/s for the course:**  
What are living things and how do they operate?

**Standards addressed in the course:**  
 LS1. From Molecules to Organisms: Structures and Processes  
 LS2. Ecosystems: Interactions, Energy and Dynamics  
 LS3. Heredity: Inheritance and Variation of Traits  
 LS4. Biological Evolution: Unity and Diversity

MassCore is a rigorous and comprehensive course study recommended by the Commonwealth as preparation for college and career. MassCore is also the vehicle through which high school students can gain competence in computational, scientific, visual, creative, and critical thinking and can engage opportunities for “hands-on” application and exploration of new areas of knowledge and experiences.

**How does this course support the readiness of students for college and career?**  
 Students will gain an understanding of the life sciences which will broaden and deepen their scientific understanding.

**Please Note:**  
 All New Course Requests must come through the school principal.

For Office Use Only	
Approved Date:	_____
S.C. Item Number:	_____
Assigned Course Number:	_____
Dept. Code:	_____
Subject Area Code Number:	_____
Subject Area Course:	_____
Zip Code Number:	_____