

## School Counselor FAQs

### **How do I request transcripts?**

See Mrs. Watts in the Admin Building upstairs or email her at [WattsLa@pcsb.org](mailto:WattsLa@pcsb.org)

### **How and when can I request a schedule change?**

Schedule change requests can be made during the first week of the semester. Please use the form found on this page (<https://tinyurl.com/TSHS-COUNSELOR-HELP-DESK>) to request for your counselor to contact you. We work through our requests in the order we receive them as quickly as we can. After the 10 day count, schedules are locked and changes cannot be honored.

### **How do I apply for Bright Futures?**

Only seniors can apply for the Bright Futures Scholarship. Freshman, Sophomores, and Juniors should focus on accumulating volunteer hours (see Bright Futures tab for paperwork), getting your GPA as high as possible, and studying for the ACT/SAT. For seniors, the Bright Futures Application opens in October. All volunteer hours must be logged in before graduation.

### **How do I make an appointment to speak with my counselor?**

Please use the following link and fill out and submit the form electronically (<https://tinyurl.com/TSHS-COUNSELOR-HELP-DESK>). Your school counselor will contact you as soon as they can.

### **How do I improve my GPA?**

The most effective way to improve your GPA is to perform well in the classes that you have while academically challenging yourself to the degree that meets your capabilities. Also, retake any classes or semesters that you have received a D or F in.

### **How do I recover credits I got an F for?**

Request to speak to your school counselor to talk about APEX options and course recovery. Listen to daily announcements. An announcement will be made as to when and where you can pick up packets for APEX.

### **How do I get my virtual school credit?**

You can take HOPE at school online or you can take any virtual course through Pinellas Virtual or Florida Virtual School ([www.FLVS.net](http://www.FLVS.net)). You have to create an account through FLVS and request the course you choose. Right before you submit, please choose the county option if available. Then submit the request. Email your counselor to notify them that you've made a request for approval. Once approved it will take 3-5 business days for FLVS/PVS to assign a teacher. Then you can start your course. If you are dropped from a course, notify your counselor immediately.

### **How do I schedule a parent/teacher conference?**

Parents should reach out to the school counselor to request a conference. Currently, conferences are being held virtually via teams. Please allow a few days for counselors to coordinate teacher availability. Conferences are held between 2:00 pm and 2:30 pm on Mondays and Wednesdays.