

Need to Make a Schedule Change?

The **DROP/ADD** period for middle school will run **from Thursday, September 10-17th, 2020.**

Schedule change request forms will be available for students to access on **Wednesday, September 9th** for parent approval.

Please note: Some requested changes may not be approved due to specific scheduling circumstance.

Here are some helpful hints regarding schedule change requests:

When to request a schedule change:	When not to request a schedule change:
<input checked="" type="checkbox"/> "I never took French 1 Pt A and I am in French 1 Pt B" <input checked="" type="checkbox"/> "I did not pass Algebra 1 and I am in Geometry" <input checked="" type="checkbox"/> "I expunged Algebra I and I am in Geometry" <input checked="" type="checkbox"/> "I have discovered an intense passion for theatre and I would like to change my elective" <input checked="" type="checkbox"/> "I have an empty class period"	<input checked="" type="checkbox"/> "I would like a different teacher" <input checked="" type="checkbox"/> "I can't be in Math that period because it is too early and I like to sleep in" <input checked="" type="checkbox"/> "I don't know anyone in the class" <input checked="" type="checkbox"/> "All three of my best friends are in another section of this class"



Schedule Change Request Form

For Office Use Only
Date received: _____
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date change made: _____
School Counselor initials: _____

Student Name: _____ Date of Request: _____

Homeroom Teacher Name: _____

Parent Guardian Name: _____ Phone/Cell #: _____

Please **DROP** this class I am currently in.

Please **ADD** this class I would like to take.

Please **DROP** this class I am currently in.

Please **ADD** this class I would like to take.

Reason for Request: _____

Parent/Guardian Signature: _____ Date: _____