

# Class Change Request

Complete this form and return it to your Counselor.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_ Homeroom \_\_\_\_\_

Phone Numbers \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell)

## Class to Change

Class Name \_\_\_\_\_ Class Period \_\_\_\_\_ Teacher \_\_\_\_\_

## Requested Class

Class Name \_\_\_\_\_ Class Period \_\_\_\_\_ Teacher \_\_\_\_\_

## Reason for Change Request (Please check one)

- I have already taken and passed this course. When? \_\_\_\_\_
- I failed a prerequisite course for this class. Failed class \_\_\_\_\_
- I do not have a math or English course in my schedule.
- I am a senior and I need the Requested Class for graduation.
- I do not have a full load of classes scheduled.
- My courses are not scheduled in prerequisite order.
- I wish to try a more challenging course.
- I am changing diploma type.
- I have already failed that teacher for this course.
- Other \_\_\_\_\_

Classes will NOT be changed for the following reasons:

\*Teacher preference

\*Fear of a low grade

\*Course not required for graduation

\*New employment

\*Changing class to be with friends

**\*\*REMEMBER\*\***

The School Counselors make every effort to honor all class requests.

However, due to scheduling constraints and graduation requirements, not all scheduling scenarios are possible.

**NO SCHEDULE CHANGES WILL BE MADE AFTER THE FIRST 10 DAYS OF THE SEMESTER.**