



# Petition to Add/Drop a Course

Including Petition to Add an AP Course

Student Name \_\_\_\_\_ Current Grade \_\_\_\_\_

Add/Drop a Non-AP Course

All course/schedule changes should be made within the first two full weeks of the semester. After two full weeks of the semester, a change will be reflected on the transcript as Withdraw/Pass or Withdraw/Fail.

All schedule changes require administrative approval. Submit this form to the registrar in the main office.

1. Course to change or drop: \_\_\_\_\_
2. Course to add: \_\_\_\_\_
3. Reason: \_\_\_\_\_  
\_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Add an AP Course

If you are petitioning to add an AP course, please fill out the following (use one form per course):

Number of AP's requested: \_\_\_\_\_

Course being petitioned: \_\_\_\_\_

Reason for requesting course: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Student**

I choose to enroll in the course listed above. I understand that Advanced Placement (AP) courses are college-level courses, which require more energy, commitment, and depth of focus. I recognize that to be successful, I must make a personal commitment to challenge myself, meet the syllabus requirements, and be responsible for the advanced nature of the course.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**Parent**

I have reviewed the course description of the AP course requested and support the level of challenge required. I approve of this decision if the teacher and Division Head agree that my son/daughter is ready to dedicate the appropriate level of time and energy required to successfully complete the requested AP course.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Teacher Comments: \_\_\_\_\_  
\_\_\_\_\_

Future Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_