

## COURSE DROP REQUEST

NAME \_\_\_\_\_ ID NUMBER \_\_\_\_\_ GRADE \_\_\_\_\_

COURSE NAME \_\_\_\_\_

TEACHER \_\_\_\_\_

REASON FOR REQUEST

Current Projected Grade \_\_\_\_\_

- Students may withdraw from a course until March 5<sup>th</sup>, 2021 during second semester 2021 Patriot Hybrid learning.
- Students who drop a class after this time period will receive a grade of WF (withdraw with a failing grade) and will have the failing grade calculated into their grade point average.
- Please note that if students drop below five classes in a semester, they may not be eligible to participate in athletics.
- Please note that dropping a course may impact a student's eligibility for a PE waiver.

STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PARENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Email this form to your counselor when it is complete.**

**Steps:**

- **Student sends drop form to counselor w/ student & parent signature.**
- **Counselor connects w/ student to discuss implications for graduation requirements & post-secondary plans.**
- **Counselor forwards form to the teacher and copies the student.**
- **Student and teacher connect about the drop.**
- **Teacher forwards the form to their director and copies the counselor.**
- **Director reviews form, connects w/ others if needed, and reaches out to counselor.**
- **Students must maintain their current schedule until communicating with their counselor to process this change.**

**\*\*\*Please note, seniors who are planning to attend a post-secondary institution are encouraged to communicate and report all course drops and changes to their prospective colleges.**