

**INSTRUCTION**Adding or Dropping a Course by a High School Student

Recognizing the individuality of students and the need to provide options that allow students to add or drop courses in their educational pursuit, the following will prevail:

- A. A high school student may add courses during the first ten (10) school days of a semester, provided there are vacancies in the desired course.
- B. A high school student may drop a course during the first twenty (20) school days of a semester with parental permission without having an academic grade placed on the transcript.
- C. Students enrolled in a course with nontraditional or nondaily meeting times may drop a course during the first twenty (20) hours of meeting time of a semester with parental permission without having an academic grade placed on the transcript. Building principals may waive the ten-day and twenty-day requirements in unique situations.
- D. Building principals shall develop procedures for adding or dropping courses.

Adopted: February 14, 1996  
Amended: December 9, 1998  
Amended: October 11, 2017  
Amended: June 21, 2023