

Class Change Request Form



Please fill out this form in its entirety to request a class change. You will be contacted when your schedule has been adjusted. This form must be signed by each of the teachers involved. 6th-8th grade may require a parent signature at the discretion of the Guidance Dept.

6th-12th grades, all class changes must ALSO be approved by Mr. Clymer or Mr. Almeida.

Name _____ Date/Time turned in _____

Parent Signature _____

Guidance Approval _____

WITHDRAWAL (current class you are withdrawing from):

Class(es) including days/hour

Teacher

Signature/Comments _____

ADDITION (class you are adding):

Class(es) including days/hour

Teacher

Signature/Comments _____

Please be aware that REQUESTS ARE NOT GUARANTEED and are subject to many factors including student's education plan and class size.