

NORTH ARLINGTON COURSE RECOMMENDATION APPEAL FORM

This form must be completed and submitted to your school counselor by May 15, 2021 in order for the appeal to be considered. Completion of this form does not guarantee placement in the requested course. Please note that AP and Honors courses have limits on the number of students that can be accommodated.

Accurate course placement is vital to your academic success at North Arlington. Course placement is based upon several factors including student performance, test scores, and successful completion of pre-requisite requirements, if applicable. We greatly value the recommendations of our teachers; they have personal knowledge of their students and the curriculum in their departments as well as a strong understanding of what will be required of students in each of the courses.

Prior to filing an appeal, parents and/or students should speak with the teacher who made the original recommendation. It is critical to garner insight to the rationale for the original recommendation prior to appealing the recommendation.

Student Name: _____ Current Grade Level: _____

Current Teacher: _____ Current Course: _____

Recommended Course: _____ Course Requesting: _____

Reasons for Appeal:

1. _____

2. _____

3. _____

Please consider the following:

- A student who does poorly in a more advanced course weakens his/her academic record. Sometimes difficulties in one course generate difficulties in others as well.
- To keep up with a class, students may require more individual attention than the teacher can reasonably be expected to provide. The demands of an advanced curriculum do not allow teachers to slow down to the pace of a student who is misplaced.

I understand the increased expectation of this course, and commit to work to the best of my ability and seek help promptly should I find myself struggling. I also understand that no changes will be made to this schedule after September 30, 2021. If I decide to move to a lower level course before September 30, 2021, the grade(s) received in the current course will follow. I have met with my school counselor regarding the above policy.

Student Signature: _____ Date: _____

School Counselor Signature: _____ Date: _____

I realize that the school's recommendations are based on a combination of grades, classroom performance, and benchmarks or prerequisites. However, I still wish to have my son or daughter placed in the course listed on this form. I have discussed with my child the extra requirements, such as increased workload and faster pace of study, and I am willing to provide the support – academic or otherwise – that he or she may need in order to be successful. I also understand that no changes will be made to my child's schedule after September 30, 2021. If my child is moved to a lower level course before September 30, 2021, the grade(s) received in the current course will follow my child to the new course.

Parent Signature: _____ Date: _____

Further review of the appeal is required by Administration. You will be contacted regarding the decision.

☐ Approve ☐ Deny Supervisor of Guidance Signature/Date: _____