THOMAS WORTHINGTON HIGH SCHOOL
SCHEDULE CHANGE REQUEST

NAME _____ GRADE _____ DATE _____ COUNSELOR _____

Parent signature: _____ **Parent Signature indicates that this change will not affect student's athletic eligibility (see back), or that you are giving permission for the student to be ineligible.** Parents and students are responsible for monitoring the necessary athletic credit requirements. ***There is more eligibility information on the back of this form.***

Student signature: _____ **Student Cell #: _____**

All schedule change requests must be submitted on this form. The master schedule of course offerings (teaching assignments) is arranged each year to accommodate the student requests made during the spring registration of the previous school year. Classes will not be overloaded to accommodate change requests.

To drop a course without penalty; the requests to drop a class must be submitted within the first four weeks of each semester to avoid the penalty of a failing (F) grade. All course additions must take place within the first 3 days of each semester.

Course(s) to be dropped: Course(s) to be added:

_____   _____

_____   _____

Please check the reason that describes your schedule change request.

CHECK Reason for your request:

         _____ A. Errors, unbalanced schedule, or conflicts
         _____ B. Graduation requirements/change in graduation date
         _____ C. Low grades or failures
         _____ D. Completion of the course in summer school, on-line, etc.
         _____ E. Physical health of the student (documented by physician)
         _____ F. Athletic eligibility
         _____ G. PSEO/College Credit +/Career Center schedule
         _____ H. Other (please write explanation below)

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TEACHER'S SIGNATURE: _____**Required for drop occurring after the 5th day of class.**

Note to Teacher: Please indicate if you agree _____ or disagree _____ with the student's decision to drop your class. This information will be taken into consideration; however, it will not be the only determining factor.

Teacher Comment/Signature: _____

After the schedule is changed, the student needs to return textbooks to the library as soon as possible.

If Reason is "Other", please explain below.

_____

_____

_____

_____

_____

_____

PLEASE SUBMIT THIS FORM TO THE COUNSELING SECRETARIES

ATHLETIC ELIGIBILITY WARNING: Dropping a course may endanger your athletic eligibility. During the nine-week grading period preceding athletic participation, the student must be passing **five (5) credits** as defined by the Ohio High School Athletic Association.   **Parents and students are responsible for monitoring the necessary athletic credit requirements.**   Please see below for additional information.

GUIDELINES FOR DETERMINING
INDIVIDUAL CO-CURRICULAR ELIGIBILITY

1. The following is an example of how academic credits are converted to Athletic Eligibility Credits as defined by the Ohio High School Athletic Association:

   a) a year-long course with a value of 1 academic credit = 1 athletic credit per nine weeks.
   b) a semester course worth ½ academic credit = 1 athletic credit per nine weeks.
   c) a semester course valued at ¼ credit = 0 athletic credits per nine weeks.

2. An interscholastic extracurricular activity is defined as a school-sponsored student activity not included in the graded course of study which has a competitive component or a public performance. To be eligible to participate in an interscholastic extracurricular activity, the Board requires that high school students (grades 9-12) meet all Ohio High School Athletic Association (OHSAA) regulations, pass a minimum of five one-unit courses (or the equivalent which count toward graduation) during the preceding nine-week grading period, and attain a GPA of 1.0 or greater in those five courses. In addition, according to the Worthington Board of Education policy, high school students must pass 2.5 units of credit from the previous semester.

3. A student's eligibility for a particular nine-week grading period is determined by the number of Athletic credits carried that nine-week grading period as well as by the number of athletic credits earned the previous nine-week grading period. For example, in order to be eligible to play a fall sport, a student must have earned five credits during the fourth nine-week grading period of the previous school year.

4. If a student has two (2) academic preps/senior privilege periods and any of the quarter-credit courses mentioned in Section 2 above on his/her schedule, the student is not carrying enough credits and will be ineligible to participate in any athletic program the following quarter.

5. If a student is not presently carrying enough credits or if there are questions, please talk to your son's/daughter's coach or counselor, or go the the Athletic Department with your questions ASAP.