



# Schedule Change Request

2024-2025

## REASONS FOR SCHEDULE CHANGE REQUEST:

1. Scheduled for the same class TWICE
2. MISSING a class in schedule
3. Concerns about class LEVEL
4. Request ELECTIVE class change

This is a REQUEST form ONLY. There are no guarantees that your request will be granted. You must REMAIN in assigned classes until you are notified. If your schedule change request is granted, the student will receive a NEW schedule on the first day of school (or later). If we cannot accommodate your request, parent will receive an email explaining why.

\*Course change requests will be processed as quickly as possible but may not be completed before school begins.

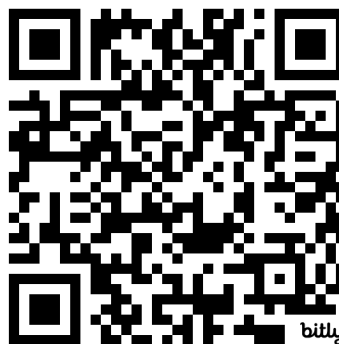
-Changes due to teacher preference will not be granted.

-Elective changes are based on availability.

-If change is granted, another class period or teacher change will likely occur due to class size or availability.

**SCAN This QR Code to Access the Digital Request Form or log-in to this address:**

*bit.ly/3YqIYQx*



Complete the Google Form by Friday, August 23 at 3pm. Late requests **WILL NOT** be honored.