

Course Change Request

Vanden High School

Student Name: _____ Grade: _____ Student ID #: _____

Deadline for ALL course change request is Wednesday, August 20, 2025 by the end of the school day

Please Note:

1. A course change will likely change your schedule; including periods and teachers
2. Filling out this form **DOES NOT** guarantee a schedule change
3. You must follow your current schedule until a change is made
4. Confirmation of schedule change will be viewable on AERIES or via new schedule delivered to your class
5. Changes for teacher preference and/or period preference **DO NOT** meet criteria and will NOT be approved
6. Please review the below reasons schedule/class changes are permitted, BEFORE filling out this form.
Please check the appropriate reason for your request
 - a. Class Change: This is changing a course the student is enrolled in and substituting it for another offering. *Subject to class availability
 - b. Class Additions: This is adding a new course to the schedule where one did not previously exist.
*Subject to class availability and alignment with the students existing schedule
 - i. 7 period day request are very limited and may not be able to be accommodated
 - c. Level Changes: This is when a student changes from one level to another level of the same course (EX: Honors -> Regular).
 - i. When requesting Honors and AP classes, we will check pre-requisites for the course to make sure students have met them.

I understand the above guidelines and submit my request for a course change

Student Signature (required): _____

Parent Signature (required): _____

COURSE TO DROP	COURSE TO ADD	REASON		
1)		<input type="checkbox"/> Change	<input type="checkbox"/> Level Change	<input type="checkbox"/> Class Add
2)		<input type="checkbox"/> Change	<input type="checkbox"/> Level Change	<input type="checkbox"/> Class Add
3)		<input type="checkbox"/> Change	<input type="checkbox"/> Level Change	<input type="checkbox"/> Class Add
4)		<input type="checkbox"/> Change	<input type="checkbox"/> Level Change	<input type="checkbox"/> Class Add
5)		<input type="checkbox"/> Change	<input type="checkbox"/> Level Change	<input type="checkbox"/> Class Add