Seckinger High School
Course Change Request Form

What is a course change request? This is an opportunity for students to request to drop a course and add another course OR change from one level of a course to a different level of the course. **Registration is for the entire school year, therefore the Course Change Request period is the only opportunity for students to request a change to their schedule.**

How does the process work?

1. Complete the information below.
2. Forms will not be accepted without a parent/guardian signature.
3. Multiple requests may be made on one form.
4. Changes are not guaranteed. Changes will be granted on course availability and completion of the required prerequisites.
5. All forms must be completed and submitted by May 8, 2026.
6. Forms will only be accepted by email to: seckingerscheduling@gcpsk12.org
7. NO SCHEDULES CHANGES WILL BE MADE AFTER MAY 22, 2026.

Student Name:		Student ID Number:	

Course Request Change Information

Course to Drop		**Course to Add**	
		Alternate:	

Course to Drop		**Course to Add**	
		Alternate:	

My signature indicates the approval of this course change. I understand that not all requested changes can be made due to course availability and completion of required prerequisites and that all course changes are final. I also understand that if I am requesting a level change or course change that the course teacher did not recommend, this form will be used as a waiver.

Parent Signature:	Date:
Parent Email:	Parent Phone #:
Student Signature	Date: