

COURSE DROP – ADD REQUEST

Student: _____ Student ID Number: _____

I understand that any course dropped after the fifth (5th) day of each semester will be considered a drop-fail. This will cause a grade of “F” to be recorded for the dropped course. This “F” will be averaged into the semester and final Grade Point Average (GPA).

I further understand that this “F” will count as an “F” in the scholastic standards for extra-curricular eligibility. To be eligible for extra-curricular activities, a student can not have more than one “F” and/or a GPA lower than 1.700 at the end of each quarter.

Additional information on these topics can be found in the Student Handbook and the Extra-Curricular Handbook.

Student Signature: _____ Date: _____ Grade: _____

Parent Signature: _____ Date: _____

Guidance Signature: _____ Date: _____

Schedule changes will not occur without the completion of this form.

The above three signatures must be in place prior to a teacher initialing this request.

Period	Course to be Dropped	Reason Course is to be Dropped	Teacher Signature
	Course to be Added		

All signatures must be in place prior to the principal approving this request.

Principal Signature: _____ Date: _____