

Schedule Correction Form 2017-18

Deadline: 8/25/17

The master schedule was built and staff hired based upon your requests. We are unable to accommodate personal preference requests for specific teachers or for classes to be scheduled into specific periods of the day.

Academic (Non-Elective) Corrections			These are the only reasons we will make a change:
Course to drop	Trimester	Period	Reason: <input type="checkbox"/> Already taken and passed <input type="checkbox"/> Wrong level (didn't take/pass pre-requisite level) <input type="checkbox"/> Need to repeat <input type="checkbox"/> Need for graduation (Seniors only)
Replacement Class			
Course to drop	Trimester	Period	Reason: <input type="checkbox"/> Already taken and passed <input type="checkbox"/> Wrong level (didn't take/pass pre-requisite level) <input type="checkbox"/> Need to repeat <input type="checkbox"/> Need for graduation (Seniors only)
Replacement Class			
Course to drop	Trimester	Period	Reason: <input type="checkbox"/> Already taken and passed <input type="checkbox"/> Wrong level (didn't take/pass pre-requisite level) <input type="checkbox"/> Need to repeat <input type="checkbox"/> Need for graduation (Seniors only)
Replacement Class			

Elective and Off-roll Changes ON A SPACE AVAILABLE BASIS

A list of electives with space available will be posted outside the Sun Center. Please note:

The new class you want to add will have to be in the same period as the class you want to drop

(we will not rearrange your schedule; we will not make teacher changes). Changes will be made on a first come, first served basis. T3 changes will need to be completed during T2

Course/off-roll to <u>DROP</u> :	Trimester	Period	Course/off-roll to <u>ADD</u> :
Course/off-roll to <u>DROP</u> :	Trimester	Period	Course/off-roll to <u>ADD</u> :

Please complete and obtain parent signature for all changes

Student Name:		Circle if you are in: AVID ELL	ID Number:	Date:
Cell Phone:	Email:	Parent Signature (<i>Required for ALL changes</i>)		

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Return completed form to Sun Center

Counseling Use Only