

**Course Change Form  
2020-2021**

Student name: \_\_\_\_\_ ID#: \_\_\_\_\_ Grade: \_\_\_\_\_

Student email: \_\_\_\_\_

Staffing decisions are made based on the course requests from students at the time of course selection. Those courses are confirmed in a letter mailed home to parents in late spring. Course change requests will only be accepted during the course change windows and considered on a space available basis.

**Course change windows:**

January 15 - April 30

August 3 - 18

Course(s) to Drop	Course(s) to Add

Reason for change:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

My signature attests that I agree to the above changes. The above changes are being made with consideration of the entire workload of all courses requested for the school year and additional responsibilities outside of school. I understand that the commitment to this change will be for the entirety of the semester. Program requirements and space availability may make it impossible to change course requests.

If this change involves moving to a higher-level class please understand that often there will be significantly increased workloads and testing requirements.

**Student signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Office Use Only

Contact with student/parent: \_\_\_\_\_