



Course Drop/Add Form

This form must be submitted no later than Friday, October 11th, 2024 to drop a first semester course. For a second semester course, this form must be submitted no later than Monday, March 17th, 2025.

Student Name: _____

Date: _____

Class to Drop

Class to Add

Reason for the request (required):

Teacher Signature: _____
(of class student is dropping)

Date: _____

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

*Student and Parent signatures are required.

(Office use only)

Recommend schedule change: Yes No
Reason if No: _____

Guidance initials _____

Recommend schedule change: Yes No
Reason if No: _____

Administration initials _____

Request Approved _____
___ Schedule updated
___ Teacher(s) notified

Request Denied _____
___ Student/Parent notified

Reason: _____