

Request for Schedule Change to Honors or AP Course

Please complete this form and turn it in to your teacher before you leave for Summer Break. The teacher will submit the form to the Guidance Office (either approving or denying your request) after they have finalized grades for the 2nd Semester. You must submit a separate form for each course that you want to change. *Please note: Teachers may also change recommendations for students who no longer meet the requirements for Honors or AP classes.*

Student: _____

Grade Next Year: _____

Date: _____

Please make the following change(s):

From: _____

To: _____

This student has improved his/her grade over the course of the 2nd semester and I approve this change.

I am unable to approve the change at this time.

Teacher Signature: _____

Teacher Request for Change:

Please make the following change(s):

From: _____

To: _____

Parent was notified if student was moved down a level. This may be done via email.

Teacher Signature: _____