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Procedure for Dropping or Adding Classes

If a student wishes to drop or add a class, including online courses after the start of the semester, they must see the career counselor, and/or administration and discuss the limitations and outcomes of their choice. After discussing their options, please return completed form to the office for signature approval by administration.

Date: _____

Student Name: _____

Class Dropped: _____ Semester: _____ Period: _____

Class Added: _____ Semester: _____ Period: _____

Online Class Dropped: _____ Semester: _____

Online Class Added: _____ Semester: _____

Reason for dropping or adding class:

Student Signature: _____

Parent Signature: _____

Admin Approval

Principal/Vice-Principal Signature: _____