

# Schedule Changes

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Students are given a grace period of the first 10 school days, to add or drop courses after those courses have begun. This applies to both year-long and semester courses. All requests for schedule changes for year classes and for semester 1 classes must be finalized within the first two weeks of the first quarter. Students who miss this drop/add period may not enroll in a year-long or first semester course. All requests for schedule changes for semester 2 classes must be finalized within the first 10 school days of semester two.

Students requesting a change in courses must obtain a Schedule Change Form from the Counselor.

The student must obtain the required teacher signatures.

The student must then get a parent's signature verifying agreement with the schedule change.

The student must return the completed form to the Counselor.

The schedule change will not take effect until the change has been processed, and a new schedule is printed for the student.

