

Schedule Change Guidance for Students: Do You Meet the Criteria?



YES

We **CAN** accommodate the following
(case-by-case-basis):

-Incomplete schedule (class or period **missing**)

-**Already received credit/passed summer school** for a class currently in your schedule

-**Missing a graduation requirement** on your schedule

-Schedule **out of sequence** (i.e. Foods 1 before Foods 2)

-Need a **prerequisite** class

-**Level change requests** (form will be required: signed by parent, teacher, division head, and counselor)



NO

We **CANNOT** accommodate the following:

-Switching **lunch** periods

-Requests for **specific class periods**

-Request for a **specific teacher**

If your request meets the requirements above, please submit the course change request.