Saddle Brook Middle School Guidance Department
Override Form

Student: _____
(Print)

Current Course	Requested Course

Please review the other side of this form to perform a self-analysis before meeting with your current teacher. The rubric is considered by your teachers as they make their recommendations.

Current Teacher: I have met with this student to discuss their status for next year.

_____ _____
Teacher Signature Date

If you are waiving into an Honors course, you and your parent must meet with the teacher currently teaching the Honors course to discuss expectations.

Teacher Signature Date

As the parent(s) or guardian(s) of the student named above, I/we understand that

- *A waiver is required for moving to Honors when the student has not met the minimum grade requirements.*
- *Students may only waive into a course where the necessary prerequisites have been met and where there is available space.*
- *Students are encouraged to select courses and levels they intend to keep for the duration of the school year.*
- *Students will remain in the course into which they have waived until at least the end of the 1st marking period. The earned grades will accompany them if they switch to another level of the course. Students who drop a class within the prescribed time period (10 days after the 1st marking period grades are posted) will have all records of the class expunged from their permanent record. Students who drop a class after this time will be issued a grade of "WF" to that point.*
- *I/we have discussed with my-our child the course/level requested versus the course/level recommended. By signing below, we request a waiver into the preferred course.*

_____ _____
Student Signature Parent Signature

_____ _____
Counselor Signature Principal Signature

Please complete one form for each course to be waived, and return the form(s) to the student's guidance counselor by June 23, 2026.

Saddle Brook Middle School Guidance Department Override Form Cont.'d

Student: _____
(Print)

Your student has requested enrollment in one or more Honors courses for which they did not meet the placement criteria. The qualifications for an advanced course of study are determined by standardized test data, department placement assessments, previous and current grade history, and demonstrated work ethic. Additionally, the Guidance Department and teachers must adhere to specific prerequisite guidelines detailed in the course curriculum guide, which can be found on the district websites.

Parents/Guardians who request changes to course placements should be aware that in choosing more rigorous course(s), students may need additional support (attending extra help sessions, private tutoring, study groups, parental support, Etc.), so as to keep with the pace of instruction. Please be advised that Honors courses are significantly more rigorous in depth and breadth, requiring students to complete assignments that are more complex independently.

All Honors courses require summer assignments. All Honors students are REQUIRED to remain in the course until the end of the 1st Marking Period. If your student fails the first marking period, the Guidance Department will remove the student from the class at that time, as per policy. This MAY mean a schedule change that affects MULTIPLE CLASSES, not only the class in question.

If you and/or your child decides to Withdraw the student from the Honors class after the 1st MP, a grade of WF (Withdraw Fail) will be issued for the class and remain on the student transcript permanently. If you would like to override your child's recommended course placement, please complete the information on side one of this form and have your child return this form to his/her guidance counselor.

_____ _____
Student Signature Parent Signature

SELF-ANALYSIS for students who are considering an override into a class

Students in Honors classes…

- Are expected to perform well on comprehensive exams.
- Are expected to complete all assigned homework on time.
- Are expected to independently manage multiple, concurrent, and long-term projects.
- Are expected to meet with teachers individually for assistance and/or enrichment when appropriate.
- Are expected to reason analytically, deductively, and inductively in order to synthesize, evaluate and extend information data.

HUMANITIES:

- Are expected to be able to read 20-30 pages of text as a one-night homework assignment.
- Are expected to earn scores of 85% or higher on quizzes on reading assignments.
- Are expected to write multiple drafts of papers, reports, and other assignments before submitting the document for final assessment.

MATH/SCIENCE:

- Are expected to be able to independently read, analyze and understand selected sections of the text and bring this knowledge to in-class discussions and problem-solving.
- Are expected to have demonstrated outstanding analytic and graphing calculator skills as well as the ability to express mathematical ideas clearly and concisely, using exact and appropriate math language and notation.
- Are expected to write lab reports and submit other written assignments for assessment.

Please complete one form for each course to be waived, and return the form(s) to the student's guidance counselor by June 23, 2026.