Seeger Junior - Senior High School

METROPOLITAN SCHOOL DISTRICT of WARREN COUNTY

1222 South State Road 263, West Lebanon, Indiana 47991

Phone: 765-893-4445

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**Schedule Change Request Form**

Please understand that course changes cannot be granted for reasons such

as **teacher preference**, **friends’ schedules**, or **convenience**.

Students with qualifying reasons may make schedule changes through the **December 20, 2016**. Please **circle one** of the qualifying reasons below.

1. Failure of a course required for graduation.
2. Failure to meet course prerequisites.
3. Medical reasons with documentation.
4. Errors made by the school. (Parent signature not required)
5. Addition of a required course for graduation.
6. Teacher recommended schedule change.
7. Level change (separate form required).
8. Diploma track change.

Student name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade:\_\_\_\_\_\_\_\_\_\_\_\_

What schedule change is desired (which course(s) do you want to drop/add)?

How will this schedule change benefit the student (written by the parent/guardian)?

All prerequisites must be complete for the class the student is requesting to be enrolled.

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Date Parent/Guardian Signature Phone