



Clarification Regarding Schedule Changes:

Emergency Academic schedule changes:

- ◆ Will take place during the first 10 days of school.
- ◆ If a student's schedule shows a class they have already passed, or if their schedule is missing a graduation requirement, ie. English, the student should come to the guidance office ASAP



Students are required to attend all scheduled classes until their Academic Advisor notifies them of an approved change. Please allow us a minimum of 48 hours to review your request. Changes are not guaranteed. Requested changes may alter teachers and/or periods of more than one subject.

Elective changes:

Our new policy of no elective changes applies to students wanting to change from one non-academic elective to another (ie. Drama to choir; tennis to basketball; auto to choir)

- ◆ **Non-academic electives may not be changed at any time.** This **Does Not** apply to leveling down from an AP or advanced class into the same subject class of an easier level.
- ◆ **LEVEL DOWN---** If a student wants to level down from an academic elective within the first 10 days of school they may level to an open class of the same subject (ie AP Chemistry to Chemistry) OR to an open elective that is offered the same period. There will be a list of open electives outside of guidance. Parent and teacher/coach signatures required. After the first 10 days a student may only level to an open class of the same subject OR level to school service (teacher signature required)
 - **ACADEMIC COURSES ARE:**
 - Any math or science class that is not needed for graduation
 - Any world language class
 - Psychology
 - Speech and Debate Accelerated
 - College Entrance Test Prep
 - AP Computer Science
 - AP Psychology
 - AP Studio Art
- ◆ **DROP:** Students may drop a non-academic elective if it is an extra class but they may not replace it with another class. Students behind in credits must keep a minimum number of courses (6 classes) in their schedule
- ◆ **ADD:** Students may add an elective class **ONLY** within the first 10 days of the semester, as long as there is room in the class. Open Electives posted outside Guidance. This includes ROP classes.
- ◆ **ZERO PERIOD** Students who wish to add a zero period may do so if they have the required number of classes (7 classes for grades 9, 10 and 11---6 classes for grade 12) AND as long as there is room in that zero period.