



Hickory High School

phone 757-421-7194 * fax 757-421-4041 date _____

REQUEST FOR CLASS CHANGE

Please return form with parent signature to the Guidance Office.

Schedule changes will only be honored if there is an error on the schedule or for academic reasons such as –

1. failure of a course that must be repeated
2. student successfully completed the course in summer school
3. sequence of course is out of order (example: Spanish 2 is schedule for semester 1 and Spanish 1 is scheduled for semester 2)

A student may not drop a course and add a new course after the first five days of a class.
(GPS High School Catalog, page 11)

last name _____ first name _____ student # _____ grade _____
 student email _____

ELECTIVE CHANGES & TEACHER CHANGES WILL NOT BE HONORED

course(s) to be dropped		course(s) to be added	
1		1	
2		2	
3		3	

Please keep in mind that making a schedule change for one class may result in changes to the rest of your schedule.

ARE YOU AN ATHLETE? please check YES NO

reason for request - _____

parent signature _____ date _____

parent phone number _____ parent email _____

***** office use only *****

_____ date received

request approved request denied reason _____

counselor signature _____ date _____