

11) How do I change my student's schedule? Do I need to make an appointment?

Students may request a schedule change during the first ten days of a semester. Students requesting a schedule change should pick up a Petition to Change form from the main office. Students will need teacher and parent signatures authorizing the change for the request to be considered. Petitions must be completed to initiate the process.

Petitions are generally available one week prior to the first day of the semester. Once petitions are complete, students may drop them off in the main office.

Students are required to attend the classes currently assigned to them. If a schedule change is possible, a new schedule will be delivered to the student. At that point students would attend the new schedule.

Families should understand that a request in a schedule change could alter their entire schedule based on class availability.

Appointments are not made with administrators for schedule changes due to time constraints and limited staffing.