

Course Request Correction Form

Please review the course requests that you have received (*note that this is simply a list of requests, not your final schedule.*) ***If you would like to make any changes to the requests, you must contact the Guidance Office by Friday June 6, 2014 by turning this form in to the High School Guidance Office. Change requests received after this date **WILL NOT** be accepted.***

Please also consider the following when reviewing your selections:

1. If you are **DROPPING A COURSE**, YOU MUST ADD A COURSE. If you do not add a course, we will not honor your drop request.
2. For any student that should fail a course at the end of the school year, the Guidance Office will adjust your requests as necessary. Summer school is recommended for credit recovery.
3. Only return this form if a change is requested. If no signed verification form is returned to the Guidance Office, it will be assumed that you and your parents approve of your selections.

I have reviewed the course selections for the 2014-2015 school year and wish to make the following changes if possible:

Student Name _____

Course(s) to be **dropped**:

Course(s) to be **added**:

(May come from your alternate requests)

_____		_____
_____		_____
_____		_____

Current 1st period teacher _____

Parent Signature _____

Date _____

Student Signature _____

Date _____

Student/Parent contact email _____

If you have any questions or would like to discuss your student's selections further, please contact the High School Guidance Office by e-mail or phone (610) 779-3060.

Thank you!

Mrs. Serry Gallagher	x 2133	sggallagher@exeter.k12.pa.us
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