Course Drop

Deadline for course drop is the end of the 12th week of the semester

(11/9/23 for semester 1 and 3/23/23 for semester 2)

*At the end of the 12th week a "W" will appear on your transcript indicating a withdrawal after the deadline.

Name (print) ________________________________  ID# __________________________

Counselor ________________________________  Date Effective ________________

Course Dropped ________________________________  Period _________________

Teacher ________________________________  Level ________________

Department ________________________________

{SENIORS ONLY} □ I have checked with the colleges I am applying to and I am comfortable dropping this course.

{SENIORS ONLY} □ I have checked my graduation credits and course requirements and dropping this course will not affect my graduation status. □ If planning on participating in athletics, please make sure you have 5 classes each semester.

Students must obtain signatures before returning this form. Counselors will drop the course after receiving completed form.

1. _______________________________________  Date ________________
   (Student)

2. _______________________________________  Date ________________
   (Parent) □ Approved by a parent via phone conversation. Parents, you are encouraged to seek input from the teacher and/or department chair as you work with your child on this decision.

3. _______________________________________  Date ________________
   (Teacher)

4. _______________________________________  Date ________________
   (Counselor)