

Request for Schedule Change



Student Name: _____

Locker Number: _____ Student ID: _____

Grade: _____

Date of Request: _____

Please change from:

_____ to _____

_____ to _____

Reason:

Note:

- If you are getting out of a class, please talk to the teacher first and let them know. It's just common courtesy. ☺
- Schedule changes may be made only during the first five days of the new semester.
- Changes may not be made just to change teachers.
- Remember that some classes may already be full, so not all requests will be possible.
- You may drop this form off with Mrs. Moseley **IN BETWEEN** classes only. Please do not come to Mrs. White's office during class. She will come around the first week of the semester for change requests, beginning with the seniors.
- Until you receive your new schedule, please continue going to the classes you have been assigned, or you will be counted absent.

Thanks for your patience! Mrs. White