

Date: _____

Course Correction Request Form

Student Name: _____ Grade: _____

You must fill out this form completely and return to your School Counselor as soon as possible. Your Counselor will respond to you through your school e-mail with a scheduled appointment time.

You must follow your schedule until your counselor has made the change.

Filling out this form does not guarantee a schedule change.

Allowable changes may include:

- PowerSchool error
- Summer school completion
- Adding additional courses
- CTE issues
- Level changes (will require Department Head approval)

If you requested a course and it is on your schedule, dropping the course is not likely

Course to add: _____

Course to drop: _____

Reason for Change: _____

Student Signature: _____

Parent Signature: _____

Department Head Signature(if changing level): _____