

# Chattahoochee High School - Course Request Change Form for 2023-2024

Deadline to submit hard copy form to Counseling Office: Friday, March 3<sup>rd</sup>

Student Name: \_\_\_\_\_ Student Email: \_\_\_\_\_

**Directions:**

1. Complete this form in its entirety, including initials and signatures where needed, and return in hard copy format to the Counseling Office.
2. All changes are subject to district placement guidelines. Honors and AP courses may require a waiver. See below for details.
3. If your request is approved, your course requests for the 23-24 school year will be updated in your Academic Planner in Infinite Campus.

Recommended Course	New Requested Course

**Academic Course Placement Waiver Form**

*\*\*\*Per Fulton County placement guidelines, students must have earned at least an 80 or higher, not including Honors points, in the prior level of the same subject area to qualify for an Honors or an AP course. If you do not meet this requirement but still wish to take an Honors or AP course, you must complete the course waiver below. Both parent and student initials and signatures are required.\*\*\**

By filling out an academic waiver, the student and parent understand the following:	Parent Initials	Student Initials
You are choosing to register for a course which goes against the recommended academic placement of your teacher, counselor, and/or administrator.		
It is your responsibility to ensure that you make every effort to earn a passing grade which includes communicating with your teacher, going to help sessions, and completing class work and homework.		
It is your responsibility to find and complete the summer reading assignment(s) related to the course you are waiving into, if applicable.		
If you waive into a course, only students who have failed the course at the end of 1 <sup>st</sup> semester will be considered for a schedule change for 2 <sup>nd</sup> semester.		

Recommended Course	Requested Course through Waiver

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_