

Weyauwega-Fremont Schools

Creating a foundation of excellence for success in tomorrow's world.

CAN I MAKE A SCHEDULE CHANGE?

YES

I have been scheduled into a class I previously passed.

I have not met the prerequisite of a course I have been scheduled into (i.e. Spanish 2 on schedule but have not taken Spanish 1).

I have a gap/don't have a full schedule.

I am missing a graduation requirement.

I was placed in the wrong level (i.e. regular Biology instead of Honors Biology).

I have changed my career path and I need to schedule courses that align with my career choice.

NO

My course hours changed since I initially received it, and I want it changed back to how it was before (*this is done when class sizes need to be balanced).

I want to be in the same lunch as my friend.

I want the same class as my friend.

I want a different teacher.

I don't like the elective I'm in.

It's after August 31st. (And yes criteria is not met)

****Year long classes are year long!! Students are unable to drop after the semester.****

Changes to schedules can affect class size and the master schedule. Therefore, schedule changes will only be administered if meeting criteria in the "YES" column.

If your request meets the criteria, fill out the form on the back side of this sheet. Complete with teacher AND parent signatures.

***We will not be making class changes via email or phone.**

Class change forms will be looked at on a first-come, first-served basis. Please do not email or call the counselor, secretaries, or principal inquiring about the status of your request.

Class request made during the summer will be attended to at the earliest convenience.

Drop/Add Form

Name: _____ Grade: _____ Date: _____

Class to be dropped Teacher Initial Class to be added Teacher Initial

If parents or teachers need more information, they should not sign the change form until they contact the student's counselor.

By signing this form, I agree that these changes may be added or dropped according to enrollment numbers within the individual classes. If dropping a class after the authorized drop period of three days into the semester, I agree that a grade of F will be placed on my permanent transcript for those classes that are dropped. These F grades will have a negative impact on the student grade point average.

Student Signature: _____

Parent/Guardian Signature: _____

Counselor Signature: _____

