

Dripping Spring High School
Schedule Correction Request Form
Last day to turn in this form is Aug 17, 2023

This form must be filled in completely, or the request will not be considered. The information includes input from the student and parents/guardians. Unfortunately, email requests will **NOT** be accepted without this completed form attached.

Schedule corrections will ONLY be considered for the following reasons below. Requests outside of this list will be automatically DENIED.

Please Select One:

- The student is a senior not scheduled in a course needed for graduation.
- The student has already earned credit for a course in which he/she is currently scheduled.
- The student does not have the prerequisite(s) for a class listed on his/her schedule.
- The student has previously failed a course with the same teacher.
- The student has been dismissed from a program where approval must be granted for placement.
- The student does not have a full schedule.
- A data entry error (no lunch, class listed twice, free period, etc.) has occurred.
- The student needs intervention/remedial coursework for STAAR EOC graduation requirements.
- The student is not in the appropriate class as determined by an ARD committee decision.
- The student is enrolled in a program whose sponsor, director or teacher has requested a change (teacher signatures required below).

Student schedules will not be changed to select different teachers, different elective, or lunch periods. Courses are subject to availability.

Courses to be DROPPED (REQUIRED)/ Teacher Signature	Courses to be ADDED (REQUIRED)/ Teacher Signature

Student Name Student DS ID Student Signature

Parent Signature Date

You are expected to follow your schedule until you have been notified that a change has been made. If your schedule correction request is approved, you are authorizing your counselor to change your entire schedule if necessary to accommodate your request.

For Office Use Only

- Change APPROVED
- Change DENIED
 - Change request does not fall into a category listed above
 - Requested course is full and/or won't fit
 - Missing Signatures