

Greetings from the counseling department! Students and parents will be able to start submitting class changes electronically on December 6th. The final day to submit a class change is Friday, January 7th at 3pm. When your class change is done, it will immediately reflect that in skyward.

YOU MUST SUBMIT YOUR CLASS CHANGE REQUEST ONLINE. We do not allow walk in class changes.

Class changes for 2nd semester is only for **ELECTIVE CLASSES**. We do not change teachers for full year, core classes AND we do not change schedules so you can have a particular lunch period or to be with friends. Please remember **that this is only a request for a class change. There are no guarantees that the change will happen.** There are many circumstances that may prevent a class change. Whatever is listed in skyward IS YOUR SCHEDULE as of that moment. So please follow it. If all fees are not paid by Jan 7th, the class change will be cancelled.

If you are wanting to submit a class change because you want to reduce your schedule, do online school or homeschool, do not use this form. You must come into the counseling office to fill out other paperwork.

Use this electronic form once to submit ALL your class changes. There is no need to submit this form multiple times for multiple changes. You will be charged a onetime fee of \$5 for ALL your class changes.

In the event that there is an error by the school (the student has an open period or they have the same class twice) you of course will not be charged for this change. In this google form, there is a place for comments, please let us know the problem in the "comments" section.

There is a \$5 fee to change your schedule. This fee is different from the student's class fees, however both fees must be paid prior to a class change. Once the class change is complete, the financial office will adjust your school fees and let you know the results.

You can pay class fees online at https://secure3.myschoolfees.com/start_v2.aspx

Once your school fees are paid, you will be able to pay "Optional Fees"

The \$5 fee is found under "Counseling" and is listed as a class change fee.

All payments will be verified by the financial office before any class changes are made by a counselor.

By submitting this class change form, you understand that:

- 1) you must have already paid all school fees
- 2) the student fees may change based on classes chosen
- 3) the students' schedule may need to be rearranged to accommodate the class change the student wants.
- 4) BOTH THE STUDENT & THE PARENT HAVE READ THIS FORM AND AGREE TO ITS CONTENTS.

If you do not want to risk your classes changing, then you may not want to submit this form.

Due to the volume of requests and payment verification, class changes may take several business days to occur. Counselors will NOT be doing class changes over the Christmas break.

7th GRADE ONLY AVAILABLE SEMESTER ELECTIVES

Art 1

Drama Foundations

Social Dance

Art Exploration

Intro Digital Design

8th GRADE ONLY AVAILABLE SEMESTER ELECTIVES

Art Foundations 1

Social Dance

Art 2D (Art Foundations 1 prerequisite)

8th Grade Sewing

Art Explorations 7/8 (Art Foundations 1 prerequisite)

8th Grade Foods

Ceramics 1 (Art Foundations 1 prerequisite)

Intro Digital Design

Guitar 1

Social Dance 2 (Social Dance prerequisite)

Drama Foundations

Social Dance 3 (Social Dance 2 prerequisite)

Drama 1 (Drama Foundations prerequisite)

Teacher's Aide

Men's Dance

Weights (Boys Only)

9TH GRADE ONLY AVAILABLR SEMESTER ELECTIVES

Ceramics 1 (Art Foundations 1 prerequisite)

Engineering Tech

Ceramics 2 (Ceramics 1 prerequisite)

Floral Design

Guitar 1

Intro. Digital Design

Drama Foundations

Agricultural Science & Technology

Drama 1 (Drama Foundations prerequisite)

Dance 1 (Dance Fund. Advanced prerequisite)

Men's Dance

Dance 2 Social Dance

Social Dance 2 (Social Dance prerequisite)

Social Dance 3 (Social Dance 2 prerequisite)

Teacher's Aide

Weights (boys only)

9th Grade Sewing

9th Grade Foods