

Schedule Changes

Frequently Asked Questions

What is process for schedule changes?

Teachers will write down high priority schedule changes based on the schedule review done in class today. High priority means a student is:

- Missing a class period
- In the wrong level of class
- Has already taken a class
- Is scheduled for two classes in the same period
- Missing a core course.

Your teachers will go through step by step with you to ensure that high priority schedule changes are written down and returned to counselors ASAP.

Schedules will not be changed based on preference.

How do I request a schedule change?

Only schedule changes that meet the guidelines above will be made. Please listen carefully as your AG teacher goes through the schedule review sheet with you. If you have a high-priority schedule change need, this is your opportunity to let the counseling office know that you need a change!

How do I become a Teacher Aide or a Student Aide?

In order to become a Teacher Assistant (11th and 12th grade) or a Student Aide (10th, 11th, and 12th), you need to get a TA/SA form (located inside the counseling center) and ask a teacher if you can aide for them. The teacher needs to sign your form and then you must return it to the counseling center, filled out completely.

How do I get late arrival or early release (11th and 12th grade only)?

In order to have late arrival or early release, you need to get a late arrival/early release form (located outside the counseling center), have your parent/guardian sign it (yes, even if you are 18 😊), and then return it to your counselor. You must be on track to graduate in order to have this privilege.

I have a writing lab or a math lab and I don't want it! How do I get out of it?

If you are in a lab class and you think this is the wrong placement, please ask your lab teacher to email your counselor with the recommendation to switch out. This MUST come from the lab teacher.

I don't like my schedule! Can I change it?

No. Schedules are not changed based on preference.

I don't like my lunch or teacher! Can I change my schedule to change my lunch or teacher?

No. Schedules are not changed based on preference.

I failed a class! What do I do now?

Make an appointment with your counselor to discuss your options.

I have a class called "Placeholder" on my schedule. What does this mean?

If you have a PLACE HOLDER on your schedule, please come to the counseling office during that period and work with your counselor to select a class to put in that place.