



Schedule Change Permission Form

Date

Grade Level in 2019-2020 School Year

I, _____, am requesting the following schedule change:

Write request in this box. Include the change you are requesting and the reason for the request.

The following are true (initial next to each statement):

_____ I am a senior and I am not dropping a class that I need for graduation. (Seniors only)

_____ I know the graduation requirements and I understand how this schedule change affects my progress towards the completion of those requirements.

Student Signature

Parent/Guardian Name (Please print)

Parent/Guardian Signature

The schedule change fee is \$20. Once your request is approved, please bring in exact cash (we do not make change) or a \$20 check made out to PHS. You may bring it to your scheduling meeting, or if your request is handled via email you may turn in the payment during the first week of school. The payment is due to the Academic Scheduling Coordinator.