



Ambridge Area School District – Course Request Form Additional



Student's Name: _____ Grade: _____

Course Requested: _____

Teacher Signature: _____

Course Requested: _____

Teacher Signature: _____

WHAT IS THIS FORM AND WHY DO YOU NEED TO COMPLETE IT?

This form is used when students choose to take a course for which they are required to meet recommended guidelines. The purpose of the form is threefold:

1. Provide students a means for requesting courses which they are required to meet pre-requisites and are not listed under their general elective guidelines
2. Ensure all pre-requisites have been met – I am in good standing for graduation and have met all above requirements
3. Ensure student's and parent's awareness of the course and request

STUDENT & PARENT SIGNATURES AT THE BOTTOM INDICATES UNDERSTANDING OF THE FOLLOWING:

- Student has met all pre-requisites and requirements
- Work may include but is not limited to independent reading, writing, research, summer work and projects.
- A high level of academic integrity is expected of all students, but particularly of students in classes to maintain the work as a study/work time or OJT experience.

<u>Student's Initials</u>	<u>Parent's Initials</u>	<u>I understand that ...</u>
_____	_____	I agree to use/provide longer periods of study time and extra tutoring.
_____	_____	I agree to proactively communicate with & seek help from the teacher.
_____	_____	I agree to practice the highest level of academic integrity.
_____	_____	I understand the student will not be removed from the course once enrolled and work must be completed for a final grade.
_____	_____	I understand this form will be retained by the school for future reference.

**** If a class is dropped after the second week of the course, the grade in that subject will be "W-F" or "Withdrawn-Failing". A "W-F" will appear on the transcript and be computed in the grade point average as an "F" (0 quality points) and no credit will be received.**

STUDENT COMMITMENT

I am requesting that I be enrolled in course(s) for which I have met the recommended guidelines. I am making a commitment to discipline myself with time management to study and complete work habits while in the course. I proactively participate in tutoring and keep open communication with my teacher about any questions or concerns. I understand and agree that I will not be removed from the class once enrolled.

Signature: _____ Date: _____

PARENT/GUARDIAN COMMITMENT

Requesting that my child be enrolled in course(s) in which he/she meets the recommended guidelines and: Monitor progress and ensure extra study time, study and resources, tutoring and other needed support. I will proactively communicate with the teacher to help ensure my child's success in the requested course(s).

*I understand and agree the student will not be removed from the class once enrolled.

Signature: _____ Date: _____

School Use Only:

School Counselor Signature _____ Date: _____

Teacher of Record Signature: _____ Date: _____