



Austin- East Magnet High School Academic Level Change Request Form

Request for change in academic rigor/course level

Academic data and performance records are used for placing students in the appropriate level of courses. Course placements are believed to provide students with the greatest opportunity for academic success; therefore, requests for changes are strongly discouraged. However, if a parent/guardian feels that such a change is needed, an academic override request must be completed. **(Note: This form must be submitted to the student's counselor)**

Student's Name: _____ Grade Level: _____

Course/Level change requested from: _____ to _____

Course/Level change requested from: _____ to _____

Student Statement: If the request below is to drop down in rigor (ex: AP to CP), you must provide a statement as to why you wish to drop. * If moving up rigor level (ex: CP to AP), statement is not required.

Parent or Guardian(s):

I am aware of the possible educational implication of the request since it is contradictory to the level of courses indicated by my child's academic performance and potential thus far. My signature below indicates my awareness of the level change request, and I take full responsibility for this decision if the request is granted. I understand that he/she will be required to remain in the course until the end of the semester/year.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Parent email: _____ Parent Phone Number: _____

-----**For Office Use Only**-----

Counselor's Signature: _____ Date: _____ Agree Disagree

Administrator's Signature: _____ Date: _____ Agree Disagree