

**This form must be completed, returned to counseling office, and approved prior to start of instruction. Non-District Program of instruction must be accredited.**

Student Name: \_\_\_\_\_ ID# \_\_\_\_\_

Grade level in school (or if summer, grade in fall): please circle 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>

Course (s) I would like to take: \_\_\_\_\_

(Attach course description)

Where I would like to take course (s) : \_\_\_\_\_

School accredited by: \_\_\_\_\_

(Attach documentation)

Reason for request: \_\_\_\_\_ Accelerated course \_\_\_\_\_ A-G Requirement \_\_\_\_\_ Enrichment  
\_\_\_\_\_ Credit recovery

Explanation: \_\_\_\_\_

**Accelerated courses** are only for students who have enrolled in a combination of specialty courses in the following school year. Students must provide a “4 year plan” which shows no room for the desired course.

**Proposed Schedule:**

Period	1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester
2		
3		
4		
5		
6		
7		

Initial below that you have read and understand the following:

- \_\_\_\_\_ We DO NOT guarantee that the online or college course you select is an “A – G” acceptable course. If you are using this course to satisfy a college requirement, you need to contact ALL the colleges you are interested in to make sure it satisfies their requirements.
- \_\_\_\_\_ Courses taken over the summer must be completed and a transcript sent to the counseling office by the third week in August for any necessary adjustments to next year’s schedule.
- \_\_\_\_\_ No more than 30 credits of “out of district” education can be used during a school year. An official transcript/grade report is required to be turned in by mid-August (summer).
- \_\_\_\_\_ If you are taking a course to go ahead in math, foreign language, or science, there is no guaranteed space in the next level course of the ensuing school year.

Mark if applicable:

For High School credit

\_\_\_\_\_  
Student Signature Date: \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_\_  
Parent’s

For office use only:  Request approved for High School Credit  
 Request approved for A - G  
 Request denied

Counselor signature: \_\_\_\_\_ Date: \_\_\_\_\_