

# REQUEST FOR COURSE LEVEL CHANGE

*This form is to be completed by a parent/guardian and submitted no later than 3/14/08.*

STUDENT NAME: \_\_\_\_\_

CURRENT YEAR IN SCHOOL (Circle one)    7       8       9       10       11       12

RECOMMENDED COURSE AND LEVEL: \_\_\_\_\_

RECOMMENDING TEACHER OF THIS COURSE: \_\_\_\_\_

REQUESTED COURSE AND LEVEL: \_\_\_\_\_

Please state the reason you are requesting this course level change for your student:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read the course level standards for honors and AP courses on page 2 of this document (from pg. 35 of the Program of Studies). I also understand that my student has not been recommended for this course level and a change back to the original level next year may not be possible depending on class sizes and period(s) offered.

Signature of parent/guardian: \_\_\_\_\_

Signature of student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian daytime phone number: \_\_\_\_\_

Alternate phone number: \_\_\_\_\_ parent/guardian email \_\_\_\_\_

***Changes made to the recommended course level require a conversation between the parent/guardian and the recommending teacher (OR curriculum coordinator). Please submit this form to your student's current guidance counselor no later than March 14, 2008 and then call the recommending teacher 48 business hours after submitting it (527-7680). If the teacher and parent/guardian cannot reach an agreement during this phone conversation, a meeting with the teacher, the curriculum coordinator(s), and in some instances, the guidance counselor, will be arranged.***

PHONE/MEETING NOTES (FOR TEACHER USE):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **EXPECTATIONS FOR HONORS LEVEL**

The student who will achieve success in honors courses is one who demonstrates the following:

- Understands that he or she has made a commitment to participate in a challenging class and is highly motivated to do what is necessary to achieve success.
- Reads critically and above grade level.
- Writes fluently and coherently showing superior and innate ability to organize and develop a topic or idea.
- Contributes voluntarily at a high level to class discussion with pertinent information and questions.
- Makes oral presentations in a clear and concise manner.
- Works with others in a collaborative effort to develop an understanding of concepts.
- Listens critically and respectfully.
- Exhibits a high level of both critical thinking and problem solving ability.
- Connects what is learned both inside and outside of class across the curriculum.
- Works on a variety of tasks simultaneously.
- Conducts in depth research from a variety of sources.
- Researches effectively for a range of assignments.
- Works efficiently and effectively both independently and in groups.
- Prepares for class with all necessary materials at all times.
- Takes responsibility for his or her own work and accepts the consequences of such.
- Completes work of consistently high quality, often going beyond the minimum of what was required.
- Seeks extra help when having difficulties.
- Shows more interest in what is to be learned than merely what the grade is at the moment.
- Shows a high level of curiosity and tolerance of new ideas and is ready to explore differences in a critical manner.
- Manages time to complete homework and all other assignments, including long term assignments, when due.
- Arranges for assignments and/or make-up work due to absences (i.e. approaches the teacher and does not wait for the teacher to approach him or her).
- Exhibits mature and appropriate behavior at all times.

### **ADVANCED PLACEMENT**

The Advanced Placement Program gives students an opportunity to experience in college level courses and exams while remaining in the high school setting. Students may earn college credit, advanced placement in specific courses, or both for college. Advanced Placement will be noted on each student's report card and transcript. Ten additional grade points will be granted towards the GPA.

NOTES: Students will be expected to complete all aspects of the Advanced Placement program to be officially enrolled as an AP student. Such aspects include the standardized AP examinations, portfolios, papers or projects. All fees are due by the end of the first five weeks of the class.

*Students who qualify for free or reduced lunch are eligible for a fee reduction or waiver for AP exams. Please see the AP Coordinator in Guidance to make arrangements.*

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