



# Guidelines for Schedule Changes and Early Release

## Schedule Changes

Students have been given the opportunity to conference with teachers and guidance counselors to select their courses for the next school year and to review course selection with parents. No schedule changes will be made after the student schedules have been completed except under the following circumstances:

- 1) Credit is needed for graduation
- 2) Credit has been earned during summer school
- 3) A student has not passed a prerequisite course

**NO REQUESTS FOR SCHEDULE CHANGES WILL BE ACCEPTED FOLLOWING THE FIFTH DAY OF A SEMESTER WITHOUT APPROVAL FROM THE SCHOOL'S PRINCIPAL.**

The SC Uniform Grading Policy permits students to withdraw from a course within five days of enrollment without penalty; however, after this time a grade penalty will apply. Specifically, the policy reads as follows:

*“Students who withdraw from a course after three days in a 45-day course, five days in a 90-day course, or 10 days in a 180-day course, will be assigned a letter grade of WF (Withdrew Failing) and a numerical grade of 51 which equals 0 quality points. This WF will be calculated in the student’s overall grade point average.”*

## Early Release

To be granted early release, students must meet the following criteria:

- Students must attend three (3) periods/blocks each term.
- Students must have earned enough credits to be eligible for graduation.
- Students must have a minimum of a 2.0 GPA from the previous term.
- Students must provide proof of enrollment in a college course for 4<sup>th</sup> block release.
- Students must provide proof of employment on letterhead stationery from employer.
- **All criteria will be reassessed (including verification of employment) for second semester eligibility.**