

# Jackson Preparatory & Early College



## Drop/Add Request Form

Second Term Request Deadline: **College Prep** → 1-15-2016

**Early College** → 1-22-2016

LAST: \_\_\_\_\_ FIRST: \_\_\_\_\_ GRADE: \_\_\_\_\_

Course number to be dropped: \_\_\_\_\_ Section: \_\_\_\_\_

Course number to be added: \_\_\_\_\_ Section: \_\_\_\_\_

College Course?  Yes  No

Date: \_\_\_\_\_

Reason: \_\_\_\_\_

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

STUDENT SIGNATURE: \_\_\_\_\_

TEACHER SIGNATURE (dropping from): \_\_\_\_\_

DEAN OF ED. PROGRAMMING: \_\_\_\_\_

DIRECTOR OF OPERATIONS: \_\_\_\_\_

Completion Status:  Approved  Denied Date: \_\_\_\_\_

*To advance mid-term, only fill out new section and course progression A, B, or C. Student and teacher signatures are required and must be submit to the Director of Operation or Dean of Ed. Programming to adjust PowerSchool schedule and final grade.*