

NAHS Rising 9th Grade Add/Drop Request Quick Guide

The spring Add/Drop Period is the opportunity for students/parents to request changes to their courses for next school year. All students received a hardcopy of his/her academic course placements and elective selections to share with parents and reference for this process.

Add/Drop Period Dates: March 15-17

Link to the Add/Drop Online Form: <https://forms.gle/VUVWUVFsKqv2RYGc8>

How to Add/Drop a Class:

- Students/Parents submit change requests using the Add/Drop Google Form only (Link Above).
 - Counselors will only review, and process change requests submitted via the online Add/Drop Google Form.
 - Course request changes submitted via email, phone or in person WILL NOT be accepted.
- You will receive an email receipt of the Add/Drop Form you submitted.
- Counselors will review submitted requests after the Add/Drop period closes on March 17.
 - If the student does not meet the course placement guidelines for the class requested, the request will be denied and no class change will be made.
 - Status updates regarding the review of requested changes will not be available.
 - Approved changes will be viewable on the Infinite Campus Parent Portal after Spring Break.

****THERE WILL BE NO SCHEDULE CHANGES IN AUGUST****

Requesting Changes to Core Academic Classes:

Before requesting changes for any core academic classes, verify that your current in progress grades and March MAP assessment scores meet the placement guidelines needed for the class.

LINK to Academic Placement Guidelines: <https://tinyurl.com/y6nm5dr7>

- Requesting to ADD Honors or AP Classes
 - Students' most recent MAP assessment scores and current in progress grades will be reviewed to determine if course placement guidelines have been met.
- Requesting to DROP Honors or AP Classes
 - Student's initially placed in Honors and/or AP classes may opt to drop down to a standard level class
- Requesting to DROP Math Support
 - Student must score proficient or higher on the March MAP assessment and passing current Math class to be approved
 - If approved, the Support class will be replaced by a selected Pathway Elective class
- Requesting to Change Selected World Language
 - Students who have taken world language in middle school for HS credit cannot retake the same level of that language in high school.
 - Earned in world language HS credits can be reviewed on students' middle school transcript and 9th grade course placement form

Requesting Changes to Pathway/Elective Classes:

Before requesting changes to selected Pathway electives, review the course descriptions of Pathway course offerings. LINK to NAHS Pathway Class Course Descriptions: <https://tinyurl.com/3pv99944>

- Students will ADD the pathway class they want to take and DROP the class they originally selected

**For additional information please visit the Class of 2027 Rising 9th Grader Webpage:
<https://shelliemarino.wixsite.com/nahscounseling/rising-9th-grade-class-of-2027>**

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