

Banks School District 13

Code: JEAA-AR
Adopted: 10/14/96
Revised/Readopted: 7/10/00
Orig. Code(s): JE-AR

Attendance/Grading Committee - Seniors

BANKS HIGH SCHOOL APPLICATION FOR LATE ARRIVAL/EARLY RELEASE

Date: _____

Name: _____ Student ID No.: _____

Address: _____

Phone: (home) _____, (parents' work) _____, _____

All students at BHS are expected to enroll in eight classes each semester. Seniors may apply to enroll in less than a full load of classes under the following conditions:

1. Good credit standing. Must be "on track" to graduate with his/her class;
2. Reason for requesting a shortened schedule. Some examples: Internship, PCC classes, career related job, extenuating circumstance, IEP. All reasons will need to be verified and documented before early release or late arrival is approved. Please list your reason(s) for requesting a shortened schedule including your post high school plans and career goals (list on a separate sheet of paper or on the back of this application);
3. Students with approved early release/late arrival are to be off campus during those class periods;
4. Deadline: This form must be submitted no later than the end of the second week of school in the fall. Turn in to the JR/SR counselor.

Employer: (if applicable) _____

Supervisor: (signature) _____ Phone: _____

Address: _____

Hours of employment: _____

Parent approval: (signature) _____

Counselor approval: _____ On track to graduate: _____

Assistant principal or principal approval: _____

If request denied the reasons will be stated here:

Please write down your proposed schedule below:

<u>1st Semester</u>	<u>2nd Semester</u>
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____
6. _____	6. _____
7. _____	7. _____
8. _____	8. _____