OAK PARK HIGH SCHOOL
REQUEST FOR SCHEDULE CHANGE

_____ _____ _____

(Please print) Last Name First Name Grade Counselor

- Programs were made on the basis of **YOUR** course selections and alternative requests.
- Changes may only be made during the first three weeks of the semester.

Changes will NOT be approved on the basis of having changed your mind or for the request of changing teachers or class periods.

Class change requests that do not fall within the following categories may only be granted based on availability and the school's need to maintain balanced class sizes. Priority will be given to schedule change requests for the following reasons:

1. Error in schedule
2. Senior requires a class to meet graduation requirements
3. Prior approval, as required, has not been obtained
4. Course prerequisites not met
5. To balance class sizes

YOU MUST ATTEND ALL CLASSES LISTED ON YOUR ORIGINAL SCHEDULE UNTIL NEW SCHEDULE IS ISSUED!

COURSE REQUESTED TO BE DROPPED: _____

COURSE REQUESTED IN ITS PLACE: _____

NOTE: Check your OPHS Catalog to be certain that the course to be dropped does not affect eligibility requirements for graduation, college admission, CIF, CSF, NCAA, or extra-curricular activity participation.

Reason for requested change: _____

_____

_____

_____

PARENT SIGNATURE: _____ **DATE:** _____

TELEPHONE NUMBER: _____ **E-mail:** _____

Teacher approval (if required): _____ **DATE:** _____

REQUEST FOR CHANGE IS DENIED ( ) APPROVED ( ) _____ _____

(Counselor Signature) Date

Comments: _____

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Oak Park High School

AB 1012 Waiver Information and Consent Form

Assembly Bill No. 1012 was signed by the governor October 9, 2015. AB 1012 prohibits any student in grades 9-12 to be enrolled "in any course period without educational content". This includes late start/early dismissal, study hall, and student aide. However, AB 1012 also allows the pupil to be assigned to a course period without educational content. e.g. Student Aide, if the pupil's parent/guardian has consented in writing to the assignment." Or "a school official has determined that the pupil will benefit from being assigned to the course period." This includes late start/early dismissal, Study Hall, and student aide.

OPHS Late Start/Early Release and Study Hall Policy

Any junior or senior who wishes to take advantage of a Late Start/Early Dismissal or student who wishes to take a Study Hall must be on track to graduate and have a surplus of credits that allows him or her to take a release period or enroll in study hall. Students must still be enrolled in at least five courses per semester.

1. Student must have parent permission.
2. Late Start/Early Dismissal is only offered for the first two or the last two periods of the school day.
3. Any senior who is placed in Credit Recovery or needs to complete core-subject requirements will have their Late Start/Early Dismissal Agreement forfeited.
4. Study Hall is offered only in periods 5 and 6, and is available to all grades.

OPHS Student Aide Policy

Any senior who wishes to apply for a student aide position must:

1. Have outstanding attendance.
2. Have ability to keep information confidential.
3. Not use a cell phone or electronic device while in the office, unless under the direction of staff to conduct classwork or school business.

Student's Last Name (Print) ______________________________ First Name (Print): ________________Student ID# ____________________

Parent Name (Print) ______________ **Parent Signature** ______________ **Date** ______________

Student Signature ______________ **Date**

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FREE 5th or 6th PERIOD OFF CAMPUS PASS APPLICATION

Applying for an Off Campus Pass for (check all that apply):

______ **Fall semester – free 1st period**
______ **Fall semester – free 2nd period**
______ **Fall semester – free 5th period**
______ **Fall semester – free 6th period**

______ **Spring semester – free 1sth period**
______ **Spring semester – free 2ndh period**
______ **Spring semester – free 5th period**
______ **Spring semester – free 6th period**

REMINDER: Off Campus Pass is good for only 1 semester. New application is required for 2nd semester.

IMPORTANT INFORMATION: **The parent signature below presumes full parental knowledge and approval of this student's application for an off campus pass.** The student assumes full responsibility for obtaining parental approval.

REGULATIONS: Students who have met the requirements for a pass may leave the campus immediately at the start of lunch.

Pass holders must observe all city and state laws as well as any Oak Park Board of Education rules and regulations.

Trespassing on any private property or loitering at or in front of public buildings is strictly forbidden.

A student's Free Period Pass is not transferable to another student and may be used only by the person to whom it was issued.

GROUNDS FOR REVOCATION

Violation of any of the pass regulations. Truancy from school. Any major school infraction. Attendance problems.

Tardiness problems. Forgery of parent or guardian signature below.

Student's Last Name (Print) ______________________________ First Name (Print):________________________ Student ID# _______________

Street Address:________________________ City:___________________________ Home Telephone Number: __________________

I hereby grant permission to the administration of Oak Park High School to issue a "FREE PERIOD PASS" to my son/daughter, named above, which entitles him/her to leave the school's premises each day during scheduled free period. I hereby assume the responsibility for the conduct of my son/daughter while he/she is off campus and waive the responsibility of the Oak Park High School Administration and the Oak Park Unified School District for any damages or liability that may arise from the granting of this pass. I have read and agree to the conditions of use for this pass:

Parent/Guardian Signature ______________ Date ______________ Student Signature ______________ Date ______________

(Must be signed by parent/guardian even if student is 18 years old)

Please type/print full name of Parent/Guardian who signed above: _______________________________

Relationship to student: ________________________

FOR OFFICE USE ONLY: ==

Counselor: Student is on track to meet basic graduation requirements: YES NO Initials: ______________

This request for an AB 1012 Waiver is:

______ Approved

______ Denied Principal or Designee Signature_________________________________ Date: ___________