

Oxford High School

Course Placement Override Request

The Oxford Public Schools makes course recommendations based on the input from teachers, students, and parents, all of which have important roles in course placement. Based on this feedback and student's demonstrated past/present achievement, the classroom teacher works with the Guidance Office to recommend the appropriate class level placement within his/her academic discipline.

If a disagreement on the course level recommendation exists, the student and/or parent should discuss the concern first with the recommending teacher. If, after careful reconsideration, the disagreement remains and the parent desires the student in a placement other than the teacher's recommendation, this form should be completed and returned to the Guidance Office.

Student _____ Parent/Guardian _____

I request that my child's course recommendation of, _____

be replaced with the following course, _____.

Rationale _____

As a parent making this request, I am assuming full responsibility for this class level placement. I realize that my child's counselor, teacher, or school administrator may not be able to reverse this placement during the academic year. I also understand that if the school is able to reverse the placement, it may disrupt his/her original schedule and may require changing teachers and/or time(s) of classes not only in this class but in others as well.

Parent/Guardian Signature

Date