

**ACADEMIC ELIGIBILITY STATUS CHANGE REQUEST FORM**

Student Name	Teacher Name	
Course	Period	Quarter
Class Grade at time of Report	Present Grade in Class	

**Reason for Change in Class Status:**

Miscalculation/Recording Error

Work Completed (List Assignments now completed)

Other:

**For students who are appealing a change in status**, what actions has the student taken in order to improve his/her standing in the class (circle all that apply):

Completed late or missing assignments

Completed Extra Credit

Improved attitude/participation in class

Attended Extra Help (List dates):

Other:

If you are a student interested in appealing your eligibility, you **MUST** be passing all courses and **write a brief letter on the back of this form** requesting the appeal from the Academic Eligibility committee. Appeals will only be considered two weeks after the original notice was given, unless there was a teacher error. **Check the box if you are appealing.**

**Teacher Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Principal Approval** \_\_\_\_\_ **Date** \_\_\_\_\_