

# CARNEGIE

*Christ-Centered College Preparatory Schools*

## LATE Class Change Request

Student Name:	Grade Level:
Academic Year:	Grading Period:

### Overview

This form is required to change any class after the fourth week of the semester. Please submit this signed form to the registrar or counselor. PLEASE NOTE: A “W” WILL BE NOTED ON YOUR TRANSCRIPT FOR WITHDRAWING FROM THE CLASS. This is a request form and does not guarantee that a course change will occur.

### Course to be Dropped

Course Title	
Period	
Teacher’s Signature	

### Course to be Added

Course Title	
Period	
Teacher’s Signature	

### Reason for Change

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### Additional Signatures

Parent		Date	
Student		Date	

Approved

Denied