

IB, AP, HONORS, IB PREP DROP FORM

Student Name: _____ Grade: _____ Date: _____

This form must be completed in full (steps #1-3) before it will be reviewed by staff.

Students may submit a request to drop the course for the following trimesters (Tri 2 and/or 3) for up to 2 weeks after current trimester midterms are posted.

Please keep in mind:

- It looks very unfavorable on a transcript to drop a rigorous course mid-year
- When applying for college, you will be competing against students who have completed rigorous courses
- Students who have registered for an IB/AP exam will be expected to reimburse the district for the \$117 testing fee
-

 Name of Class Name of Teacher Current Grade in Class

1.) Is the student scheduled to take the IB/AP exam in this course? Yes _____ No _____

2.) Students: List three ways you have demonstrated commitment to this course **and** identify **action steps** taken (e.g. spoke and met with teacher after class)

	Completed	
a.) _____	Yes	No
b.) _____	Yes	No
c.) _____	Yes	No

3.) Student collects signatures #1-4, then returns to Counseling Office.

1. Student Signature _____ Date: _____

2. Parent Signature _____ Date: _____

Teachers, by signing below, you are verifying that the above student actions have occurred.

3. Teacher Signature _____ Date: _____

4. IB Coordinator (if pursuing IB Diploma) or AVID teacher (if applicable)
 _____ Date: _____

5. Counselor Signature _____ Date: _____

➤ Implications for graduation and post-graduate plans reviewed Yes No

6. Assistant Principal Signature _____ Date: _____