

SCHEDULE CHANGE POLICY

1. Each student's schedule at Weber High School has been built through the cooperative efforts of student, parent(s), and counselor. Because of the high numbers of students in each and every class we encourage that no schedule changes be made. If a schedule change is unavoidable, the change will need to be made during schedule change day, before school begins. Any scheduling errors made by the computer, will be changed without cost being assessed to the student. All other schedule adjustments will cost the student \$10.00. No change will be complete until the fee is paid. Students are responsible to attend their original class schedule until the class change has taken place with a counselor.
2. Class changes will be allowed during the first two A days or two B days (four days) of the first semester. Class changes for second semester classes will be accommodated at any time during the first semester up to, but not after the first A and B day (two days) of second semester (third quarter).
3. Teacher-to-teacher switches will not be considered without prior teacher/parent/student interventions. Teacher change forms that are used to document interventions are available in the counseling office and must be completed.
4. Any teacher has the right to question a class change and may request a meeting to discuss it, including any or all of the following: student, parent, teacher, counselor or administrator.
5. If a change is made, the student will be accountable to make up all missed work in the new class.
6. No changes will be made during midterms or later as this is 4 1/2 or more weeks into the quarter. It is unfair to ask the new teacher to give a passing grade for less than half the class time of the other students.
7. Schedule change forms available in the counseling office.