

2023-24 WHS Course Override Request

Priority Deadline: Friday 2/17/2023

As you complete this form please consider that selecting courses for next year should be a thoughtful process with the ultimate goal to create an appropriately balanced educational experience. Here are some important things to keep in mind when overriding a course:

- You should be challenged by your courses, but not overwhelmed. It is more important to be **successful** in a level than to take the highest one offered.
- Take into account everything you do, remembering that you need to balance homework time with sports, extracurricular activities and time to relax with friends and family.
- **If you would like to take an honors or AP course but were not recommended, you should complete the override request process by the February 17, 2023 Priority Deadline.** To request an override, see the Override Request Form available on the Guidance & Counseling section of the high school website. You *should begin the override process as soon as course recommendation are available and not wait for their course selection meetings with counselors.*

Process – Initial each bullet point after reading it to acknowledge your understanding, and then discuss the override and obtain signatures **IN THE ORDER** below:

- As part of the override process, you will speak with your teacher, counselor, parents/guardians, and department head regarding any concerns they have about you taking the override course, in the order outlined below (top to bottom). _____ initials
- **Completing the Override Process does not guarantee a place in the course.** Places are offered on a space available basis after all recommended students are placed. See the Program of Studies about override priorities. _____ initials
- Requests received after 2/17/23 Priority Deadline will place students on a waitlist to be considered for placement at the end of the summer when all other requests have been addressed. Overrides will not be possible after the first day of school. _____ initials
- If you are placed in the override course, we hope that you will be successful. However, you may find that despite your best efforts, the course is not a good fit for you. While we can often change your schedule in order to place you in the lower-level course, **this is not a guarantee, and you may need to stay in the override course for the duration.** _____ initials

Override Request:				
Student:	Last Name	First Name	Year of Graduation	Counselor
Course:	Current Course Name	Teacher	Recommended Course Name	Proposed Override Course Name
Your Motivation for the Override?	Describe in 2-3 sentences why you want to override the course recommendation:			
Your Success Strategies?	Describe in 2-3 sentences the steps you will take to find success in the override course:			
Teacher Comments:	Signature:			
Counselor Meeting:	Signature:			
Department Head:	Date Received:	Signature:		

Student Signature: _____ Parent/Guardian Signature: _____ Date: _____