

May 8, 2023

Proposed Modification to 2022-2023 High School Student Handbook

Page 4, Class Schedule Changes

CLASS SCHEDULE CHANGES Schedules will be available at orientation or on the first day of school. All students are required to take four (4) high school credits per semester, including PSEO students. PSEO students are awarded 1 high school credit for each 4 college credits taken, meaning that 16 college credits are needed to be considered fulltime. Students must meet with the counselor or the principal each semester prior to registration to make sure credit requirements and graduation requirements are being met.

At the beginning of each semester, students may edit their course schedules, if there is room in the course. Students **MAY DROP or REPLACE A COURSE** from their schedules during the first 3 days of each semester only if they can replace that course with another appropriate course. The three day drop policy applies to PSEO students as well; a PSEO student has three days after the start of 1st or 2nd semester at the high school to withdraw from or drop a PSEO course without a high school penalty. Students that withdraw from a course after the high school 3 day deadline will receive an F on their high school transcript for a percentage of the course credit, based upon how much of a corresponding high school course is remaining; this will occur even if the university allows the student to take a W on their university transcript. Upon notification of the office or counselor of withdrawal from a PSEO course, the student will be placed into the corresponding number of high school classes needed to be considered fulltime.

Drop Policy Example: If a student drops a 4 credit PSEO class at the beginning of second quarter, they will receive an F for .5 credits and be placed into an additional course during their previously scheduled PSEO time for a block worth .5 credits for that quarter. LAHS has no way of making up that .5 credit that was lost due to the drop at the end of the quarter.

Students may apply for a schedule change at the counseling office. Approvals for schedule changes will be given on the merit of each case individually and WILL NOT BE AUTOMATIC. Schedule changes are limited to available seats in courses, and classes will not be over enrolled for a schedule change.