

## SECONDARY DROP/ADD COURSE POLICY

- A. A course may only be added to a student's schedule:
  - 1. During the first 10 days of the school year for a full year course or a first semester course.
  - 2. During the first 10 days of the second semester for a second semester course.
  
- B. A student may drop a course during the first 10 days of the school year for a full year course or a first semester course and also, during the 10 days of the second semester for a second semester course. At the end of the first semester, a student may drop a course that is not required for graduation as determined by the Principal and Guidance Counselor with input from the teacher. The student must be failing the course. If a student elects to drop a course, it will be listed on the student's transcript as 0 credit with a failing grade of 65%. If a student's average is above 65%, that particular grade will be listed. The student must have parental permission to drop a course.\*
  
- C. If there is a student medical concern, the Principal, in consultation with the teacher of the course, parent and guidance counselor may authorize the dropping of a course when deemed appropriate with an excuse from the physician.
  
- D. Students will need to maintain a schedule of a minimum of 6.5 credits or more.

\*In the event the student does not complete the requirements of the course, puts forth little effort in the course, and creates disciplinary concerns, the student will receive his/her actual grade achieved in the course, which may be less than a 65%.

## PRE-APPROVAL FOR COURSE CREDIT

Courses for credit taken anywhere other than Tussey Mountain High School **MUST BE PRE-APPROVED BY THE HIGH SCHOOL PRINCIPAL** in order for the credits to be counted as Tussey Mountain course credit.