

REQUEST FOR PLACEMENT – WEST HIGH SCHOOL

This *Request for Placement* is for students who would like to take the next in sequence course but do not meet the specific criteria (course prerequisite and/or recommendation).

- **The *Request for Placement* form must be submitted to the student’s counselor.**
- **Placement will be based upon space available.**

Student’s name: _____

Grade Level in Fall: _____

I am requesting placement in (course title): _____

Please list the prerequisites for the above course (refer to the Course Description Handbook available on the WHS website - www.whs.tusd.org).

Please *initial* the following:

____ I understand that I do **not** meet the prerequisites for the above course, but I still request placement.

____ I understand that these prerequisites are an important component to achieve success in this course.

____ I am willing to do the extra work necessary to achieve success in this course.

____ I understand that the grade I earn in this course transfers with me if I make a level change.

____ **I understand that level changes are based on space availability and may not occur.**

Record in the space below, semester grades for courses completed in the past 2 years, in previous levels of the requested subject (Summer school is indicated with an “SS”).

COURSE	TEACHER	REPORT CARD GRADES
_____	_____	1st Sem ____ 2nd Sem ____ SS ____
_____	_____	1st Sem ____ 2nd Sem ____ SS ____

Justification:

Please write a paragraph that justifies your request for this placement. Include any relevant information supporting your belief that you will be successful in this course. Remember, *level changes are not automatically approved.*

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

Counselor Signature: _____

Date: _____