



Pacific Collegiate School
3004 Mission St. Ext., Santa Cruz, California 95060
831-479-7785 Fax: 831-427-5254

SCHEDULE CHANGE REQUEST

****The last day to ADD a class is August 30, 2019****

****The Last day to DROP a class is September 27, 2019****

Date: _____

Grade Level: _____

Student Name _____

Student Cell #: _____

- **Teacher (and period) requests will NOT be accepted**
- Schedules will NOT be adjusted to accommodate jobs or off campus courses
- Students “outside activities” must be scheduled when school is dismissed after 3:15pm
- Seniors will need their schedule change approved by College Counselor before submitting form to the Registrar.

Class I need to Add / Drop: _____

Class I need to Add / Drop: _____

Class I need to Add / Drop: _____

Reason for schedule change: _____

PLEASE TURN FORM INTO THE FRONT OFFICE FOR THE REGISTRAR.

For Office Use Only:

Schedule Change Entered in IC: Yes / No

Approved by (circle): Faulty Dean Assist. Principal College Counselor Registrar