

**2014-2015**  
**Spanish Semester 2 Request**  
**&**  
**Encore or Excel Class Change Request Only**  
**Due to front office no later than Thursday January 8**

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

**Place a Check in Box next to requests below** – Changes are not guaranteed and dependent on space and section availability.

- Add Spanish and Drop Current Scheduled Encore for Semester 2 (Grades 7 & 8 only)**
  
- Encore Change Requested (Grades 7 & 8 only)**
  - Current Semester 2 Encore Class: \_\_\_\_\_
  - Requested Encore Class to Add \_\_\_\_\_
  - Reason for Change: \_\_\_\_\_
    - *Note request for teacher or section changes will not be granted.*
    - *Changes are not guaranteed and dependent on space and section availability.*
  
- Excel Change Requested**
  - Current Excel Class: \_\_\_\_\_
  - Requested Excel Group to Add \_\_\_\_\_
  - Reason for Change: \_\_\_\_\_
    - *Note request for teacher or section changes will not be granted.*
    - *Changes are not guaranteed and dependent on space and section availability.*

**Parent/Guardian Signature:** \_\_\_\_\_

**Contact Information:**

Parent/Guardian Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

<p><b>Office Use Only</b></p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Notes</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">API Signature</p>
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