

## **Class Schedules - Requesting a Schedule Change**

Class schedules for the 2025-2026 School Year will be released to students through PowerSchool on Wednesday, August 20. Students will be able to work with their counselors to make any changes to their schedule based on the process below. Please remember, the master schedule is built based on the requests students put in each Spring. While we do our best to make changes for students, the schedule is pretty tight with limited open seats in many classes, so there may not be any other options for a student than the classes they requested in March. I appreciate the work our counselors put in to help our students navigate these decisions and get them in the right spots.

We are making a change this year to student schedule change requests. From August 20 - September 1, students will use the Schedule Change Request Online Form based on their counselor linked below. We are also limiting a student to 3 change requests this year. During this time frame, we may require parental permission for the change to happen.

From September 2 - 10, students will need to meet with their assigned counselor to complete a paper schedule change form that requires signatures from all parties (student, parent, counselor, teacher).

If a student is wishing to make a change based on a teacher, they will need to work through that with their assistant principal.

After September 11, any changes made to a schedule will require administrator approval and will result in a Withdraw/Fail (W/F) on their transcript.

Students will be able to request changes at any point starting on August 20, seniors will generally be given priority to ensure they have what they need in their schedules to graduate. If you would like to come in person to work with your counselor, the following times are available for that to happen.

- Wednesday, August 20 - Seniors 8:30-11:30 a.m., Juniors 12:30-3:30 p.m.
- Thursday, August 21 - Sophomores 8:30-11:30 a.m., Freshmen 12:30-3:30 p.m.
- Friday, August 22 - New to the district students 1:00-3:30 p.m.

[Schedule Change Request Form Students Last Names A-G \(Mr. Sieminski\)](#)

[Schedule Change Request Form Students Last Names H-N \(Mrs. Staldine\)](#)

[Schedule Change Request Form Students Last Names O-Z \(Mr. Michaud\)](#)