

CORE RECOMMENDATION RE-EVALUATION REQUEST INFO

Any student wishing to register for an honors or AP level course for which they have not been recommended **MUST** fill out and submit this form at their registration appointment. **Submission of this form does not guarantee placement in a higher-level course**, it simply lets CHS know that the student wishes to be re-considered for placement in an honors or AP course for the following school year.

According to the St. Johns County Pupil Progression Plan, the following criteria must be in place in order for a student to be placed in an honors class:

- Grades – A grade of “C” or better in the previous honors course. Students earning an “A” in a previous standard class may be recommended for Honors or AP.
- FSA – Level 4 or 5 in appropriate area and not less than a level 3 in any area
- PSAT – A score of 48 or higher on an appropriate assessment.
- FCAT Reading scores will be used for placement in English and Social Studies courses and FCAT Math scores will be used for Math and Science courses.

Dropping/Transferring from Honors or Advanced Courses

If a student is enrolled in an honors or AP full-credit course, the student may only drop the course within the first five class meetings, or he/she may NOT drop the course until the end of the semester and only if the following conditions exist:

- a grade of D or F,
- completion of a parent conference during each grading period,
- demonstration of the student seeking consistent academic assistance, and
- space available in a comparable course.

If a student is enrolled in an honors or AP half-credit course, the student may only drop the course after the end of the first nine weeks grading period and only if the following conditions exist:

- a grade of D or F,
- completion of a parent conference,
- demonstration of the student seeking consistent academic assistance, or
- space available in a comparable course.

Withdrawing from an honors or AP course is denoted with the WP or WF designation, but cannot be done until after the midpoint of the course. In the case of extenuating circumstances, a petition may be made on a case-by case basis to the principal (or designee) for review of criteria to ensure proper course placement

After 21 days, the grade earned in the honors/AP class follows the student to the next course, but teachers have flexibility to adjust the transfer grade based on demonstrated mastery of standards in the new course.

Note – withdrawing from dual enrollment courses is governed by the college deadlines, not school policy.

If you would like to request that your course recommendation be re-considered, please fill out the back side of this form and submit at your registration appointment.

CORE RECOMMENDATION RE-EVALUATION REQUEST FORM 2018-2019

Student Name				
Student ID				
Subject Area of Request (circle one)	English	Math	Science	Social Studies
Course this Year in Subject Area				
Current Year Grades in this Subject Area	Q1 - _____	Q2 - _____	Semester 1 - _____	
Teacher Recommendation for Next Year				
Course Desired for Next Year				
Reason for Request				
Most Recent Reading FSA Score (For English or Social Studies Requests)				
Most Recent EOC Score (For Science or Math Requests)				

I understand that the purpose of this form is a request for re-evaluation at the end of the school year and that submission of this form does not guarantee me admission into the requested course. In addition, I understand that if I am placed in this course, I will not be permitted to drop it until after the end of the 1st semester, and then only if I fulfill the criteria set forth in the St Johns County Pupil Progression Plan (reproduced above).

Student Signature _____ Date: _____

I understand that submission of this form does not guarantee my student admission into their requested course. In addition, I understand that if placed in the requested course, my student will not be to drop it until after the end of the 1st semester, and then only if the criteria set forth in the St. Johns County Pupil Progression Plan (reproduced above) are satisfied.

Parent Signature _____ Date: _____