

Bloomington High School Regular Course Withdrawal Form

Print Student Name _____

We recommend that you read the withdrawal policy in the Student/Parent Handbook before beginning this process. BHS policy requires that the student must acquire parent/guardian signature as permission to withdraw from a course. Teacher and counselor signatures indicate that the student's request has been discussed with them, but it does not imply that the change has necessarily been recommended by school personnel. "WP" (withdraw passing) or "WF" (withdraw failing) grades will be placed on permanent record and may be treated as an "F" by colleges, scholarship programs and potential employers. The student must obtain teacher signature, textbook status and exit grade. If the textbook has been lost or not returned yet, the student must take this form to an administrator for approval before withdrawal will be activated by the counselor. **A student who withdraws from a class after the semester midpoint will receive a grade of "F" for the entire semester.**

Course to be dropped _____

Reason (check one)

- Student Disinterest
- Student Low Grade
- Student Failure to Master Significant Course Outcome
- Other _____

Student Signature _____ **Date** _____

Area to be completed by teacher:

Mark one:

- Textbook Returned
- Textbook Not Returned
- Textbook Lost Title: _____ Book # _____ Cost \$ _____

Exiting Grade must be marked: WP _____ WF _____

Teacher's Signature _____ **Date** _____

Counselor Comments:

___ Credits earned by student
___ Credits enrolled in by student this year
___ Credit(s) lost by course withdrawal

Counselor's Signature _____ **Date** _____

Parent/Guardian Comments _____

Parent/Guardian Signature _____ **Date** _____

Coach Signature (if an athlete) _____ **Date** _____

Principal's Signature (required) _____ **Date** _____