

# LC Course Change Request Form

Date Submitted: \_\_\_\_\_ Time: \_\_\_\_\_

Course change requests are accepted for the 2020-2021 school year from August 3rd through September 21st. There is a \$20 fee for a course change request. The fee must accompany this form.

Attach a Check made to Lumen Christi here [➔](#)

Please return this completed form to the LCCS Main office in order to request a possible course change.

1. Student Name and Grade:

\_\_\_\_\_

2. Describe your course change request, include which course to add, which to drop and the semester or other terms involved.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. What is the reason for this course change request?

\_\_\_\_\_

4. Please print parent name and phone or email address:

\_\_\_\_\_

5. Parent approval signature and date:

\_\_\_\_\_

6. This section for administrative use only:

*Check all that apply.*

- Change approved and completed on:
- Change not approved due to :