Panther Creek High School
2017-18 Junior/Senior Early Release Request Form

Student Name_____ Grade Level for 2017-18 _____

Forms for first semester early release are due no later than **September 1, 2017**.
Forms for second semester early release are due no later than **January 5, 2018**.

I request permission to have early release from the following periods:

Check all that apply: ____Semester 1 ___3rd period ____ 4th period
_____Semester 2 ___3rd period ____ 4th period

I am requesting permission to have early release for the following reason(s):
- _____ To take dual enrollment courses at _____
- _____ North Carolina Virtual Public School (NCVPS)
- __ ___ Internship established through PCHS's Career Development Coordinator
  - Approval form for internship must be included
- _____ Employment
- _____ Other: _____

On a separate sheet of paper, the student should provide a complete explanation for this request. In addition, attach the following: 1) a letter from employer (if applicable) **and** 2) proof of reason (ie. paystub if seeking early release for employment or copy of course registration for dual enrollment).

The parent's and student's signatures below verify the understanding of the following statements:
- Students must have transportation to leave campus as soon as their last class ends.
- I understand that my child may not earn the maximum number of academic credits possible in this academic year based on their schedule.
- Students must take and pass a minimum of three (3) classes per semester to be eligible for athletic and extra-curricular activities. Students need to be enrolled in a minimum of three (3) classes per semester to be considered a full-time student.
- It is the responsibility of the student/parent to contact any appropriate college/university admissions offices to determine how this request will affect the student's admission.
- It is the student's responsibility to resend any transcripts that have already been sent to colleges/universities. Failure to do so may jeopardize the student's potential enrollment in a college/university.

_____ _____
Student Signature/Date Parent Signature/Date

_____ _____
Counselor Signature Review Date

Principal or Designee Signature/Date _____

____Approved ____Denied

Completed by Student:

Students are guaranteed enrollment in required courses needed for graduation. Enrollment in elective courses will be based on availability of the courses. If early release is granted, list the elective courses you would like to keep below. Requesting an elective course doesn't not guarantee enrollment in the elective course.

_____   _____

_____   _____

_____   _____

Completed by Counselor: (*Please attach student's transcript):*

Courses needed to graduate:

_____   _____

_____   _____

_____   _____

Graduation Checklist:

___   English   ___   Science   ___Social Studies

___   Math   ___   World Lang.   ___Healthful Living

___   CTE/Pathway

_____   Total Credits Earned

_____   Credits Remaining Needed to Graduate

Comments:

_____ Initials_____ Date_____

ADMINISTRATOR'S COMMENTS

Initials_____ Date_____