

Course Recommendation Improvement Guide

Steps to earning the course recommendation for the course you would like to take next year:

1. Meet with your teacher and discuss the course you would like to take next year.
2. Work with your teacher to identify a plan of what you can do as a student in your current course, over the next few months, to become eligible for the course you would like to take next school year.
3. Share the details of this plan with your guardian and have them sign on the indicated line.
4. Return this form to your teacher & begin improvement plan.
5. After SOLs, speak with you teacher to determine if you successfully completed all parts of the plan to be eligible to take your desired course next school year. Complete the bottom section of the form.
6. If eligible to take your desired course, turn in this completed form to your school counselor so they can update the course request in PowerSchool. If you are not eligible for a change in recommendation, speak with your school counselor about your options.

Student Full Name	
Student Date of Birth	
Course Recommended	
Course Desired	

Student/Teacher Plan to earn the course recommendation desired for next year.

By signing below, I agree to support the plan described above and follow through with my commitments listed in this plan.

Student Signature: _____

Teacher Signature: _____

Guardian Signature: _____

↓ COMPLETE AFTER SOLs ↓

Post-SOL Check-in on Recommendation:	<p>Teacher Feedback: Based on plan completion and course performance, I approve / do not approve (<i>circle one</i>) for this student to have their recommendation changed to the following course: _____.</p> <p>Teacher Name: _____</p> <p>Teacher Signature: _____</p>
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CHS School Counselor Action	<input type="checkbox"/> Course Request Updated in PowerSchool <input type="checkbox"/> Course Request Change Logged in PowerSchool
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