



OPEN PERIOD REQUEST – SENIOR STUDENTS ONLY

Date: _____ / _____ / _____

Student Name: _____

Grade: _____ Graduation Year: _____ Period Requested: _____

In order to be eligible for an open period, a senior must meet (and maintain) all of the following qualifications:

- A minimum of a 2.50 cumulative grade point average during preceding semester.
- No unexcused absences the preceding semester.
- Less than nine (9) countable absences in all class periods during preceding semester.
- Less than six (6) tardies to any single period the preceding semester.
- Counselor verification that the student is on track for graduation.
- No discipline resulting in an out-of-school suspension during the preceding semester.
- No more than five (5) days of assigned in-school suspension during the preceding semester.

Additional notes regarding open periods:

- The only periods eligible for an open period are 1st or 8th.
- A student may apply each semester for eligibility for an open period.
- A student may request to have a maximum of one open period per day.
- Students with an open period may not be on campus during the open period unless the student has scheduled time with a staff member.
- Students violating any of the criteria listed above may have their open period revoked immediately.
- The high school administration may assign alternate schedules to a student when extenuating circumstances arise.
- The application for approval of a student to have an open period must be completed and submitted prior to school ending the preceding semester.

This application must receive approval from the following parties:

- | | | |
|------------------------------------|-------|-----------------------------|
| • Principal or Assistant Principal | _____ | Date: _____ / _____ / _____ |
| • Guidance Counselor | _____ | Date: _____ / _____ / _____ |
| • Advisory period teacher | _____ | Date: _____ / _____ / _____ |
| • Student | _____ | Date: _____ / _____ / _____ |
| • Parent | _____ | Date: _____ / _____ / _____ |