



Summer School Approval Form

Please complete and submit this form prior to enrollment in a summer school course. Attach a course description for each of the courses needing approval. Submit the form and course descriptions to the Dean of Academics for approval by May 31st.

When you have completed the course(s), please request that transcripts be sent from your summer school program directly to Mrs. Morgan, Registrar, by August 1st. **Transcripts received after August 1st will not be accepted.** Only grades of "C" or better will be accepted for transfer credit. Summer course credits will not be accepted without prior signed approval.

Student Name: _____ Date: _____

Graduation Year: _____ Dean of Academics: Mrs. Alissa Reynolds

Course Title	Summer School Program	Credits
_____	_____	_____
_____	_____	_____

Summer School Phone #: _____ Summer School Fax #: _____

Summer School Email Address: _____

I understand that, in order to receive course credit, I must earn a "C" or better and must have final transcripts sent to Mrs. Morgan, Registrar, by August 1st.

Student Signature: _____

Parent/Guardian Signature: _____

Official Use Only	
Course is: _____ Approved _____ Denied	
_____	_____
Dean of Academics	Date