



# PART-TIME REQUEST

Form Last Updated: 6/05/2024

## OFFICE USE ONLY

Approved: ☐ Yes ☐ No

Parent/Guardian must complete and submit this form to be considered for part-time enrollment. All part-time requests must be approved with the first installment paid prior to the student starting, and will be based on availability.

School Year: \_\_\_\_\_

## Policy

Part-time enrollment is permitted for students who need a few classes to complement their independent study education. Students in grades 9-12 may enroll on a part-time status with administration approval. Consideration will be given on an individual basis.

- Students may participate in all spiritual activities and must attend chapels. Charges may apply depending on the activity and costs.
- Students may not participate in class trips or overnight trips unless the trip is directly connected to the academic class in which they are enrolled.
- **Part-time students in grade 12 cannot participate in graduation services.**

### GRADE LEVEL

- ☐ 9th  
☐ 10th  
☐ 11th  
☐ 12th

## High School

Students may enroll in a **maximum of 2 academic classes per semester**, *excluding* varsity sports. A high school student enrolled in sports must enroll as a full-time student.

**Applicant Information:** Please fill out as completely as possible.

Student Name (Last, First)

Grade

## Academic Class Request

Please note that while we will do our best to accommodate your request after it has approved by administration, priority for class placement lies with full-time students. Please put your top choice classes first.

	Approved		Approved
Class: <input type="text"/>	<input type="checkbox"/>	Class: <input type="text"/>	<input type="checkbox"/>
Class: <input type="text"/>	<input type="checkbox"/>	Class: <input type="text"/>	<input type="checkbox"/>

I understand and agree to the conditions outlined in the Student Handbook, Financial Brochure and this document regarding Part-Time students. For charges, please refer to the Financial Brochure.

Parent Signature:

Date:

Parent Name:

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Registrar's Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Administrator's Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Business Manager's Approval: \_\_\_\_\_

Date: \_\_\_\_\_