



Heights High School

Student Schedule Change Request Form

2021-2022

For Admin Use Only

___ Approved

___ Denied

In order to request a schedule change, the student must:

- Complete this form in its entirety (this is a fillable form, please type into the form and save)
- Drop the form off in the appropriate grade level principal’s/counselor’s office or email to:
 - 9th grade A-L—Emily Agness A120 Emily.Agness@houstonisd.org
 - 10th grade—Andrea Hudson A120 AHUDSON2@houstonisd.org
 - 11th grade—Valerie Moctezuma A120 Valerie.Moctezuma@houstonisd.org
 - 12th grade—Hossain Mazharian M331 HMAZHARI@houstonisd.org
 - IB—Anne Nelson M322 ANELSON@houstonisd.org
 - AP—Natalie Martinez M322 NMARTIN3@houstonisd.org
- You will be contacted by the counselors’ in the order of priority. Please be patient! 😊
- Mark (X) the reason below for the schedule change request:
 - _____ Student has previously received credit for a class
 - _____ Student needs a required class
- Please complete the information below:

Student Last Name: _____ Student First Name: _____

Grade Level: _____ ID Number: _____ Date of Birth: _____

Previous Course	New Course

Reason for change:

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Grade Level Principal/Counselor Signature: _____ Date: _____