



Schedule Change Request

Child's Name _____

Date of Change: _____

Old Schedule:

Mon Tues Wed Thur Fri

New Schedule:

Mon Tues Wed Thur Fri

There is no charge for the first schedule change, but there is a \$25 charge for every schedule change thereafter.

Submitting a request for a schedule change does not guarantee that your schedule change will be approved. Approvals are based upon the availability in the classroom. The administration will notify you when/if your schedule change is approved.

Parent's Signature _____ Date _____

Office Use

Admi. Signature: _____ Date _____

____ Approved

____ Denied