

**Deadline for application to honors, AP, MUN, Publishing is Fri, Feb 24.** Please turn this form in to your current teacher. If you do not have the prerequisites as outlined in the course catalog, we strongly suggest that you hand this form in as soon as possible, even before the due date, so your teacher can define conditions that you can realistically meet before final decisions are made on Thursday, March 29.

Student Name: \_\_\_\_\_ Course Name: \_\_\_\_\_

Recommending Teacher (current): \_\_\_\_\_ Date Received by Teacher: \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Write a brief description why you want to take this course:

What skills do you hope to develop in this class?

Honors and AP classes are significantly more demanding than CP classes. Subsequently, students' grades are lower than they would be in CP, often 10 or more points lower. Although this difference is compensated in the weighted GPA as reported on Report Cards and Transcripts, students should still appreciate that benefits of such rigorous courses outweigh the lower grades. Reflect on this below outlining what motivates you to apply for this course.

What strengths do you have that will help you be successful?

Do you have the prerequisites as described in the course catalog?

YES / NO If no, which are you missing and how do you plan to overcome these deficits?

Are there any particular constraints to your course requests that may put your placement in this class in conflict? (Ex. "I want to take Publishing but if I don't get that, I would like Honors Literary Magazine")

What other honors and AP courses are you applying for and what extra-curricular activities will you be involved in next year?

I, \_\_\_\_\_, have read this entire application form, understand it and agree to the information within. I also understand that I will receive notification of my acceptance or denial in the above course via email by April 6. If I do not receive an email by that time, I will email my current teacher with copy to the principal notifying them that I have not heard back.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**Teacher's Comments:**

Recommendation Key: A = Accepted, C = Conditioned, D = Denied.

If you give a student "C" for conditioned, you may include such targets as 90% in 3<sup>rd</sup> quarter, zero homeworks missed, completion of summer assignment before particular date, essay, X score on MAP or ERB test, etc. Please make the review date of these conditions on or before March 23<sup>rd</sup> which is one day after the end of the 3<sup>rd</sup> quarter.

**Teacher's Checklist:**

- Registry on the p-drive file (1. High School Information → Honors & AP Recommendations → for 12-13 school year)
  - Record student's name (last, first) on the file – **by March 2<sup>nd</sup>**
  - Decide if student is accepted (A), conditioned (C) or denied (D) - **by March 2<sup>nd</sup>**
  - Student receives email of the preliminary decision from the recommending teacher. If student receives "Conditioned" status, he/she is informed of those conditions – **by March 7<sup>th</sup>**
- After 3<sup>rd</sup> quarter ends on March 22<sup>nd</sup>, all conditional decisions are resolved. Previously conditioned students receive the final decision via email from their recommending teacher by **March 29<sup>th</sup>**.
- This application and all others submitted to this teacher are given to Tere by **Friday, March 30**. She will PDF the p-drive file and scan all the students' application forms saving all in the department folder on the p-drive.

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date