Denial of Class Credit
Referral Form

A classroom teacher, at his or her discretion, may forward to the building administration a notice of referral for denial of class credit. The classroom teacher, at his or her discretion, may thereafter rescind said notice, or having rescinded said notice, reinstate it any time for attendance and classroom work related behavior together with a brief explanation thereof, until a week before the meeting of the building Attendance Committee. (Policy 3122)

Student Name ____________________________ Grade in School (9th, 10th, 11th, 12th) ______

Name of Course ____________________________ Teacher Name ______________________

Current Grade in Course ___________________ # of Non-School Related Absences________

I hereby request that the above named student does not receive credit for this course.

Teacher Signature ________________________ Date _______________________________

I hereby request that the above named student does receive credit for this course.

Teacher Signature _______________________ _____ Rescind Date (if applicable) _____________

If you have any questions, please contact your student’s high school (Kamiakin 222-7000, Kennewick 222-7100, Southridge 222-7200).

Copy 1 – Office     Copy 2 – Teacher     Copy 3 – Student/Family

June 2008