



SYCAMORE HIGH SCHOOL
Credit Adjustment For High School Classes Taken At
Sycamore Junior High School

The following courses are offered at Sycamore Junior High School for Sycamore High School credit:

_____ Global Language - _____ Novice I
_____ Global Language - _____ Novice II

If your son/daughter has taken one or more of these courses for High School credit, the course, grade and credit will appear on the official Sycamore High School transcript.

If you have questions about this process and/or the effect on your child's transcript (including GPA, class rank, or future college admission considerations), please call your High School Guidance Counselor at 513-686-1770.

If you would like to remove one or more of these courses, there is **one** opportunity to do so. On this form, please check those courses that you wish eliminated from your child's High School transcript.

The deadline for changing your child's transcript is the end of the first semester of the junior year. After this date, all marks earned for these Junior High courses will become part of your child's permanent record.

Student Name

Student ID #

Student signature

Date

Parent signature

Date

Counselor signature

Date

High School Database Administrator

Date changed

After processing, a copy will be returned to you and should be retained by you through your child's graduation.