

**Green Hope High School**  
**Early Release / Late Arrival Request Form**  
2020 – 2021 (Juniors & Seniors Only)

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

Requests for 2<sup>nd</sup> Semester (2020-2021 school-year) will be accepted no later than **December 4, 2020**.

I request permission to have release time from the following period(s) during the 2020-2021 school-year –  
Check all that apply:

**Semester 2:**     1<sup>st</sup> Period    **OR**     4<sup>th</sup> Period    **OR**     3<sup>rd</sup> & 4<sup>th</sup> Periods

I am requesting permission to have release for the following reason(s):

- To take dual enrollment courses at \_\_\_\_\_
- Employment
- Internship
- Other: \_\_\_\_\_

Give a detailed summary explaining the need for this request. Failure to list a reason voids the request.

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**Student and Parent/Guardian signatures below verify you understand and agree to the following statements:**

- Students are not permitted to be on campus during their approved early release/late arrival period(s). Students must have transportation arranged which will allow them to arrive/leave campus promptly according to their class schedule. Approval of Early Release/Late Arrival does not guarantee an assigned parking space on campus.
- Students must take and pass a minimum of three (3) classes per semester to be eligible for athletic and extra-curricular activities.
- It is the student's/parent's responsibility to contact any appropriate college/university admissions office to determine how this request will affect the student's admission.
- It is the student's/parent's responsibility to resend any transcripts that have already been sent to colleges/universities. Failure to do so may jeopardize the student's potential enrollment.
- Early release or late arrival is subject to review at any time by administration.

\_\_\_\_\_  
Student Signature & Date

\_\_\_\_\_  
Parent/Guardian Signature & Date

\_\_\_\_\_  
Principal or Designee Signature & Date

Parent Contact # \_\_\_\_\_

Approved       Denied

**Completed by the Student:**

Please list the courses you want to **keep** for second semester:

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**NOTE:** All changes will be made based on course availability.

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Counselor Signature & Date