



Manhasset Public Schools

Manhasset Secondary School

2023-2024 REQUEST FOR COURSE OVERRIDE (Deadline: May 5, 2023)

Student's Name/Grade

Counselor

I am interested in an override for the 2023-2024 school year from:

Course Name of Original Placement

TO

Course Name of Requested Override

My parents/guardians and I have reviewed and discussed the override policy and are aware of the following:

1. Only one override is allowed per year.
2. The student must have a minimum average of a "B" in his/her current course, and meet all prerequisites, in order for the override to be processed.
3. The student must remain in the course they override into for at least the 1st quarter of the 23-24 school year and complete all assessments.
4. The student's first quarter grade in the higher level course will carry over to the new course and will be used in the calculation of a final grade for the new course for the 23-24 school year.

Student's Signature: _____ Date: _____

Student's Name (Please print): _____

Parent's Signature: _____ Date: _____

Home #: _____ Work #: _____ Cell #: _____

Parent: Please forward this completed form, via e-mail or student drop off, to your child's MS Counselor (for Grade 8 students) or HS Counselor (for students in grades 9-11) by **May 5, 2023 at 3:15pm**. The forms will be reviewed and shared with the appropriate District Coordinator.

Under no circumstances will forms be accepted after May 5th

School Counselor Contact Information

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HONORS OVERRIDE (As found in the 2023-2024 High School course catalog)

If a high school student is not recommended for placement in an Honors or AP course, the parent / guardian may exercise an Honors Override. The following policies will apply:

- To qualify for such consideration, the student must have earned at least a final grade of “B” in the preceding course.
- A student must have participated in all screening procedures used to determine the Honors or AP recommendation.
- Only one Override may be exercised per student, per year.
- Overrides are not applicable to Art, Music or Theatre courses.
- A student must remain in the Honors or AP course until the end of the first quarter (**November 9, 2023**). The student’s grade in the higher level course will carry over to the new course.
- If a student elects to change the level of the course after the completion of the first quarter, students will understand that:
 - Any change must be made prior to the end of the second quarter (**January 26, 2024**).
 - The student’s grade in the higher level course will carry over to the new course.