



Department of Instruction  
 401 McIntire Road Charlottesville, Virginia 22902-4596  
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**Middle School Students Taking High School Courses**  
*Please sign and return to your child's middle school by June 30, 2016*

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

Middle School Attended \_\_\_\_\_

Directions: Please check and initial each course as to whether the grade earned is to be transferred or not to your child's high school transcript. The form needs to be signed, indicating your decision, and returned to the middle school by June 30, 2016. Families have until the end of their child's eleventh grade year to reconsider this decision. Once this deadline has passed, the agreement entered into is binding and cannot be changed. If the form is not returned, the grades shown will be automatically transferred to the high school transcript.

**High School Courses Taken 2014-2015:**

<u>Course Title:</u>	<u>Year-end Grade:</u>	<u>Grade Transferred:</u>		<u>Parent/Guardian Initials</u>
		<u>Yes</u>	<u>No</u>	
Algebra I	_____	_____	_____	_____
Other	_____	_____	_____	_____

**High School Courses Taken 2015-2016:**

<u>Course Title:</u>	<u>Year-end Grade:</u>	<u>Grade Transferred:</u>		<u>Parent/Guardian Initials</u>
		<u>Yes</u>	<u>No</u>	
Algebra I	_____	_____	_____	_____
Geometry	_____	_____	_____	_____
Algebra II	_____	_____	_____	_____
French I	_____	_____	_____	_____
Spanish I	_____	_____	_____	_____
Other:	_____	_____	_____	_____
Other:	_____	_____	_____	_____

Parent/Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Please sign and return to your child's middle school by June 30, 2016*

**For High Schools Only:** Transfer students must complete this form during the registration process.

School Counselor Signature: \_\_\_\_\_ Date \_\_\_\_\_

White: Student's file To be sent to High School      
 Yellow: Middle School copy signed by parents      
 Pink: Parent Copy      
 Goldenrod: Middle School Copy date sent \_\_\_\_\_