

Request to Remove Pre 9th Grade Credit

Complete this form to request Middle School course credit be removed from the High School transcript. Per the PPS AD 6.10.110, the request must be completed prior to the end of the first semester of the 9th grade year.

STUDENT/PARENT Instructions:

Complete the **STUDENT** section of this form

Return form to the Current High School **PRIOR** to the end of the first semester of 9th grade

SCHOOL Instructions:

Verify the student section information is accurate

Complete the **SCHOOL** section of this form

Submit this form to the itservicedesk@pps.net

Wait for notification from SIS Support