PALMA CONCURRENT ENROLLMENT FORM

The Palma Student Handbook states it is Palma's policy that subjects available at Palma be taken at Palma. Permission to enroll in off-campus classes that are available at Palma will not normally be given. Students wishing to take a course for credit that is not available at Palma must have the permission of Palma's Academic Vice Principal if the intention is to have the course appear on his Palma transcript. The purpose of this form is to provide an instrument for formal consideration by Palma for a course to be taken for credit elsewhere.

The following student requests permission to enroll in the course indicated:

PRINT STUDENT'S NAME: _____
First Name Middle Name Last Name

Student Number ☐ Current grade: ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12

Requested Course/Credits:		
Course will be taken at:		
Today's date:	Start date:	Finishing date:

Description of course:

REASON FOR ENROLLING:
☐ Replace Failing Grade ☐ Improve grade
☐ Enrichment ☐ Course not available at Palma

Student's Signature:	Parent's/Guardian's Signature:

PALMA PERMISSION

ACADEMIC DEPARTMENT CHAIRPERSON

☐ APPROVE ☐ DISAPPROVE

COMMENTS/SIGNATURE/DATE:

GUIDANCE COUNSELOR

☐ APPROVED ☐ DISAPPROVE

SIGNATURE/DATE:

ACADEMIC VICE PRINCIPAL

☐ APPROVED ☐ DISAPPROVE

SIGNATURE/DATE: