



# ARTS PROGRAM CHANGE REQUEST FORM

Please complete this form in ink. Thank you.

STUDENT NAME PRINTED \_\_\_\_\_ GRADE \_\_\_\_\_

\* IMPORTANT NOTE: Arts Program changes are not available for semester 2 for 12<sup>th</sup> graders, except in cases of serious injury. Documentation may be requested as verification of injury along with details regarding the student’s resulting physical limitations and recovery timeline.

CURRENT ARTS PROGRAM \_\_\_\_\_ REQUESTED NEW ARTS PROGRAM \_\_\_\_\_

Arts Programs 20-21: Visual Arts, Dance, Instrumental Music (specify Jazz/Contemporary or Orchestra), Musical Theatre, Theatre, Vocal Arts

PLEASE WRITE A BRIEF PARAGRAPH EXPLAINING YOUR REASONS FOR WANTING TO CHANGE ARTS PROGRAM.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_ DATE SIGNED \_\_\_\_\_

I, the parent/guardian of the student named above, approve of this Arts program change request.

PARENT/GUARDIAN NAME PRINTED \_\_\_\_\_

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_ DATE SIGNED \_\_\_\_\_

PARENT/GUARDIAN EMAIL \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_

### REQUIRED: DEPARTMENT CHAIR SIGNATURE OF REQUESTED NEW ARTS PROGRAM

The student must set up a meeting with the department chair of the Arts program they want to change into to discuss the curriculum and expectations. This meeting is very important in that it ensures the student is making a well-informed decision. Please send an email to that Arts Department Chair to set up your meeting. Email addresses can be found on the SPCPA website.  
\*\*IMPORTANT NOTE: Student may be asked to do a placement session with the Arts Department Chair of the requested new Arts Program.

Verification by Arts Dept Chair of requested program: I have met with the student named above and approve their request to enter our arts program.

NEW ARTS PROGRAM DEPARTMENT CHAIR SIGNATURE \_\_\_\_\_ DATE SIGNED \_\_\_\_\_

Please return your completed form to [info@spcpa.org](mailto:info@spcpa.org) or email to Nancy at [galatowitschn@spcpa.org](mailto:galatowitschn@spcpa.org)  
**DEADLINE: by Noon Thursday, January 21**  
Sorry, but forms will not be accepted after the deadline. Thank you for your timely cooperation.

\* Please be aware that submitting a completed Arts Program Change Request Form does not automatically guarantee that the request will be approved.\*

BELOW THIS LINE IS FOR OFFICE USE ONLY

Arts Program Change Approved?  Yes  No  
New Arts Discipline \_\_\_\_\_ Level \_\_\_\_\_  
Approval Signature \_\_\_\_\_

Student’s Arts Program changed in IC?  Yes  No  
Student’s schedule changed in IC?  Yes  No  
Date Signed \_\_\_\_\_