

# Nevada Union Schedule Change Policy

---

Any requests for schedule changes **must be made prior to the end of the third week of the fall semester**. The following considerations for any changes are as follows:



## Schedule changes are only considered under the following circumstances:

- A required class is missing
- A period does not have a class scheduled
- A course is at the wrong level (i.e., student does not meet the prerequisite or needs a more advanced class)
- Student was assigned a class that was not requested or listed as an alternate
- Teacher change **only if** the student has had the teacher **for a full school year** prior



## ALL OTHER REQUESTS FOR SCHEDULE CHANGES WILL NOT BE HONORED (examples include but are not limited to):

- Teacher change
- Change elective
- Change class to a different period



**REMEMBER:** The last day to request a schedule change is by the end of the third week of the fall semester