



# APEX FRIENDSHIP HIGH SCHOOL

## Request for Early Release/Late Arrival

For your request to be accommodated, please return prior to May 1<sup>st</sup>  
We cannot guarantee your request if submitted after May 1<sup>st</sup>.

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

Date: \_\_\_\_\_

Student email address: \_\_\_\_\_

Parent email address: \_\_\_\_\_

I request permission for my child to have the following period(s) of **release time** for the next school year:

*\*Please note that students must be enrolled in a minimum of 2 AFHS courses per semester. Students cannot be on campus during periods they are not scheduled in a AFHS course.*

Check all that apply: Semester 1:  1<sup>st</sup> period  1<sup>st</sup> & 2<sup>nd</sup> period  3<sup>rd</sup> & 4<sup>th</sup> period  4<sup>th</sup> period  
Semester 2:  1<sup>st</sup> period  1<sup>st</sup> & 2<sup>nd</sup> period  3<sup>rd</sup> & 4<sup>th</sup> period  4<sup>th</sup> period

My child is requesting permission to have early release for the following reason(s):

- To take dual enrollment courses at a University or Community College (must provide proof of registration by the first day of each semester).
- An internship has been established through AFHS's Career Development Coordinator, Ms. Tomey
- Employment\*
- Other\*: \_\_\_\_\_

\*On a separate sheet of paper, the student must provide a complete explanation of the request for employment or "other".

Please drop the following courses from my course registration to accommodate my Early Release or Late Arrival:

The parent and student signatures below verify the understanding of the following statements:

1. **Students are not permitted to be on campus during their approved late arrival/early release time.** By signing this form, you are stating that your child has transportation arranged which will enable him/her to arrive late or leave early according to the terms of this application.
2. I understand that my child may not earn the maximum number of academic credits possible in this academic year.
3. Students must take and pass a minimum of three (3) classes per semester to be eligible for athletic and extra-curricular activities. Students need to be enrolled in a minimum of three (3) classes per semester to be considered a full-time student.
4. It is the responsibility of the student/parent to contact any appropriate college/university admissions offices to verify that a reduced class load will not affect his/her application for college admission.
5. It is the student's responsibility to resend any transcripts that have already been sent to colleges/universities; failure to do so may jeopardize the student's potential enrollment in a college/university.
6. Early release or late arrival approval is subject to review at any time by the school's administration. Any student who does not meet the expectations around early release or late arrival or who is at risk of not graduating is subject to this approval being revoked.
7. Student drivers should remember that NC state law requires students under age 18 to pass at least 70% of their coursework each term. Names of students not meeting this requirement will be forwarded to the DMV for revocation of his/her drivers' permit/license.

We, the undersigned, have read the above statements and understand and agree to comply with the rules outlined.

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Name (please print)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal Signature/ API Signature

\_\_\_\_\_  
Date