

# WCSD Master Course File Modification Request

Please complete each line of this form when requesting a modification to the district Master Course File. Please submit all paperwork to the office of Kindra Fox, Director of Curriculum and Instruction located at RCTL/Edison.

**Modification requests must be submitted by the 1st of November, April and June. All requests submitted after the 1st of these months will be saved until the next modification month.**

New Course

Change to Existing Course

Delete Course

Course Title (max 20 char.)

Level

Honors

Type of Credit Earned

Duration

Semester Credit Value

Maximum Credit Value

Teacher License Code Req.

Course Description: (attached additional pages if needed)

Requesting School

Date Submitted

Name of person submitting form

Questions? Contact