John Jay Academic Appeal Packet

- Only completed packets will be considered for an appeal.
- Be sure to fill out each page and follow all directions in this packet.
- Please return this completed packet to your administrator's Office.
- You will receive notification either granting or denying your appeal.
- Packets take approximately 2 days to be processed by administration.
- You may use one (1) appeal per school year.

Name: ___________________________ ID
#

Marking Period you are applying for:

________________________________________

Activity or Sport:

________________________________________

Guidance counselor:

________________________________________

Coach/ Advisor:

________________________________________
Only those students with EXTENUATING circumstances will be considered for an academic appeal. *Extenuating circumstances are events and situations in your life that would have caused a temporary negative impact upon your academic performance.*

1. In your own words, describe the extenuating circumstance which has impacted you academically.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

2. Discuss what you have done to this point to change this situation.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

3. Describe your plan to ensure your efforts will continue in the future.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
It is the student's responsibility to provide all relevant material which will assist in this process. The goal is to make the most informed decision possible. Be sure all information is included so that your packet may be considered complete.

Any missing information will deem the packet incomplete and will result in a decision of ineligible.

I give the academic appeals person(s) responsible to review all school documents relative to my child to make and accurate and informed decision.

Student's name: __________________________________________

Parent/ Guardian Name: __________________________________________

Parent/ Guardian Signature: ___________________________ Date: ___________________________

Task completed by student (initial each)

_____ Email or letter of recommendation from ANY faculty member

_____ Email or letter with information from the teacher of FAILING course

_____ Review meeting with guidance counselor of your grades

_____ Review meeting with Coach or Advisor

*** Note: Your Transcript, Academic record, Attendance and Disciplinary records will be reviewed by the administrator in order to make an informed decision. ***

All documentation or emails must be received in order to consider you packet complete and ready for review.

Any emails can be sent to your administrator. See school website for details.
John Jay High School
Behavioral Contract
for students seeking an academic appeal

This document is a behavioral contract between ___________________________ and the Wappingers Central School District. The purpose of this contract is to precisely define the types of behavior that are acceptable and unacceptable at John Jay High School. When the student enters into this contract, there must be a clear understanding that certain consequences will be implemented if any area of the contract is broken.

Contract Requirements:

Types of behavior that **are not** acceptable:

1. Cutting/skipping class/illegal tardiness to class
2. Leaving the school campus unless legally signed out
3. Refusal to follow the directives of administration, teachers or staff
4. Disrespectful behavior under any circumstances
5. Profanity or disrespectful language of any kind toward any adult
6. Insubordination
7. Violation of Wappingers CSD Code of Conduct

Types of behavior that **are expected** while ___________________________ is a student at John Jay High School:

1. Student will maintain acceptable and timely attendance to classes.
2. Student will positively participate in all classes.
3. Student will abide by the directives of teachers, administrators & staff.
4. Student will consistently use respectful behavior toward faculty and staff.
5. Student will abide by the Wappingers CSD Student Code of Behavior in all respects.

Any infraction of this contract may result in consequences, including but not limited to suspension/ removal from athletic team, activity or club.

Student's Signature: ________________________________ Date: ____________

Parent/Guardian's Signature: ________________________________ Date: ____________

Administrator's Signature: ________________________________ Date: ____________

PLEASE RETURN ALL COMPLETED PACKETS To Your Administrator's Office