

## Instruction

### Exhibit – Class Substitute Request

Students in grades 9-12 may satisfy one or more high school courses, including physical education, or graduation requirements by successfully completing approved substitutions.

Waivers for Physical Education classes will be considered for the four reasons listed below. This request for class substitution must be completed by the student's parent/guardian (or by the student who is at least 18 years of age) and submitted to the Building Principal for approval. The completed request will be kept in the student's temporary school record in accordance with 105 ILCS 10/4.

An individual PE waiver form must be submitted for each request of .5 credit.

<b>Reasons for the Waiver</b>	<b>Waiver Process</b>
A) Health/Medical	The student must turn in the waiver request form with a doctor's note attached. She/he can request .5 waiver per semester. Please be advised that chronic illness for which accommodations can be made will not be considered a sufficient reason for a waiver.
B) Directed Athletics	Students will receive a waiver for .5 credit for participating in one of the Proviso marching bands and/or interscholastic athletic program. Students shall turn in the waiver request with the coach or band director's signature by the end of the semester.
C) NJROTC	Students must turn in a waiver request form with a letter of verification from the Senior Naval Science Instructor. The student may request .5 waiver per semester.
D) Other Good Cause	The most common reason for this request occurs when a student has a full academic course load that does not allow her/him the time in the school day to meet the physical education requirement. Students must turn in the waiver request form with a letter of explanation as to the rationale for their request along with an academic history, displayed by semester, and current semester schedule. Students may request .5 credit per semester. They may not request a waiver until the number of semesters remaining prior to their graduation is the same or less than the number of PE classes still needed.

Questions regarding this process can be answered by a High School Counselor.

# Proviso High Schools Physical Education (PE) Waiver Form

PE waivers may be requested for the following reasons (please see Physical Education Waiver Information or School Code 105 ILCS 5/27-6 for more details):

- A) Health/Medical Attach verification from student's doctor or health care professional
- B) Marching Band
- C) NJROTC
- D) Other Good Cause

Reasons include: student is participating in a full academic load and does not have the overall capacity to complete all or part of the PE requirement; student is participating in another District or community activity that has an educational component and takes substantial time.

Petitions must be requested and approved each semester that the student requests a waiver. Retroactive requests will not be considered. Requests must be filled out completely and turned in to the Counseling Office. An individual waiver must be filled out for each .5 request.

**REQUIRED:** Please attach a current transcript and explanation of reason you need the waiver.

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Student Name (please print)	I.D. Number	Date
Grade Level (circle) 9 10 11 12	Graduating class of 20__	

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Parent/Guardian Signature

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Head Coach Signature	Sport	of 20__
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Counselor Approval	Date
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Principal Approval	Date
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Superintendent or Designee Approval	Date
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Petition Denied for the following reason:

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Registrar signature of entry	Date
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