



ORANGE COUNTY PUBLIC SCHOOLS
UNIVERSITY HIGH SCHOOL
Every Student College and Career Ready



Dear Parent or Guardian,

Your student has requested for an administrative waiver for late arrival or early release. Students do not earn credit for periods that they are off campus through an administrative waiver. In order for a student to have an administrative waiver on his/her schedule a student must meet the following criteria:

- Be in 12th grade
- Have met FSA ELA or concordant
- Have met Algebra 1 EOC or concordant
- Have a minimum 2.5 unweighted grade point average (GPA)
- Has met the criteria to show college and/or career ready (Earned Acceleration Point)
- Have transportation on and/or off campus (if you are on campus during your late arrival/early release time you will lose your privilege and be placed in a class)

A parent or guardian must certify that the student has transportation. No student with an administrative waiver will be allowed to ride the bus in the morning if they have a late arrival or wait for an afternoon bus if they have early release. Students will have this privilege revoked and will be assigned to a class on campus if they do not comply with this policy.

Select up to 3 class periods to be off:

Late Arrival			Early Release		
1	2	3	5	6	7

I certify that (name of the student) will have his/her own transportation to and from school for an administrative waiver. I grant permission for the above student have an administrative waiver.

Student Signature

Student ID Number

Parent Printed Name

Date

Parent Signature