

Conduct Card Reduction Request Form

Directions: Use this form to request a reduction in the color of conduct card you are assigned. Complete the form to the best of your ability to include obtaining teacher signatures. Once completed, turn the form into the office. Incomplete forms will not be accepted. A decision will be returned to you in approximately one week.

General Guidelines: Students will only be reduced to GOLD cards if they have attended VCMS for one semester and have a PURPLE card with no conduct points on it. Students can receive one reduction per year. Students must prove their worthiness through appropriate behavior and improved grades.

Student's Name: _____ Grade: _____ Date: _____

Which Conduct Card are you currently on? Purple Green Yellow
 Red A Red B Red C Red D

Explain why you believe you deserve to have your conduct card reduced. What has changed? Be Specific.

Note to Teachers: By signing below you are giving your recommendation that this student is doing well and deserves a conduct card reduction. You are not required to sign unless you believe this student has earned this privilege.

Hour	Subject	Current Grade	Teacher's Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			

Student Signature: _____ Parent Signature: _____

OFFICE USE ONLY

Approved
 Denied _____

Administrator's Signature: _____

Date: _____