

Walter G. O'Connell Copiague High School

1100 Dixon Avenue Copiague, New York 11726

Phone 631.842.4010 Fax 631.841.6737

August 2023

Dear Student and Parents/Guardians,

As we prepare for your arrival in September, we hope that you are enjoying a balance of productive recreational and educational activities during the summer months.

In order to help begin the school year in a positive way, schedules will be posted on the Parent Portal and Student Portal on Tuesday, August 29, 2023 for all students.

Counselors have been working diligently to perfect the student schedules. In the event that there is a course error, you can complete the online "Student Schedule Change Request Form" found on the Walter G. O'Connell Copiague High School website under the For Students tab. Students will be called down to guidance in the order that forms are received.

Please, keep in mind that **we can only correct schedule problems that fall into one of the following categories:**

- 1) **Mechanical Errors** – Example: you requested Spanish 3 but Spanish 2 (which you already passed) appears on your schedule.
- 2) **Missing Courses** - Example: you do not have a required course in your schedule, or you have insufficient credits for graduation.

Changes in your schedule can only be made if there is available seating in the course.

If you have any questions, please contact the Guidance Office at 631-842-4010 extension 421. We wish you an enjoyable and a productive new school year!

Sincerely,



Joseph M. Agosta
Principal