Deletion of Student Service Learning (SSL) Hours Attached to Courses

Division of School Leadership & Improvement

MONTGOMERY COUNTY PUBLIC SCHOOLS • Rockville, Maryland 20850

MCPS Form 560-54
July 2026

TEACHER INSTRUCTIONS: Complete this form for any student who meets all of the following criteria:

- ✓ is enrolled in a course where curricular objectives are achieved through SSL, and SSL hours are course-related;
- ✓ did not fully participate in the SSL aspects of the course;
- ✓ will pass the course with a D or better.

This deletion recommendation must be shared with the student **AND** parent/guardian, and then submitted to the school's SSL Coordinator no later than a week before report card grades are due.

***Not required for students who fail the course. SSL hours do not automatically attach to failing grades.**

THIS SECTION COMPLETED BY TEACHER

Student name_____ ID Number_____ Current grade_____

School_____ Course Title _____

SSL Hours Attached to Passing Grade in Required courses: **5** **10** (circle one)

SSL Hours Attached to Passing Grade in National, State and Local Government **A 7** / **B 8**

SSL Hours Attached to Passing Grade in Elective courses: **5** **10** **15** (circle one)

Reason for deletion:

Teacher recommending deletion_____ Date _____/_____/_____

Deletion shared with student **AND** parent/guardian Date _____/_____/_____

THIS SECTION COMPLETED BY SSL COORDINATOR

_____ Number of SSL hours excluded from student record. MCPS SSL Coordinator Name_____

SSL Coordinator Signature _____Date _____/_____/_____