

Year 12 Request to Change Courses



Name _____ Form _____

Course (s) to drop

Course (s) to pick up

Please note the following:

- Not all requests for changes will be possible.
- Request for Private Study requires 5 or more ATAR courses.
- Any request for change to a new ATAR course must be discussed and approved by Head of Learning Area (HOLA).
- It is a requirement for WACE that all students must complete four or more ATAR courses **OR** achieve a Certificate II or above.

Checklist (parent/guardian to complete)

- An English course has been chosen.
- Program includes four or more ATAR courses **OR** a certificate course (if not completed in Year 11).
- List A/B requirement for WACE met.
- Private Study application approved
- Approval from Head of Learning area for change to new ATAR course.

New Course _____ **HOLA signature required** _____

New Course _____ **HOLA signature required** _____

PLEASE NOTE: Student initiated changes can only be made up to the end of Week 5, Term 1. Some changes may occur after this date in consultation with the school for students at Educational Risk. Due to SCSA requirements, NO changes possible after Thursday 2nd April (TBC).

Parent name: _____

Signature: _____ Date: _____

Office use only

MAZE Updated (* used) Name added to amendment to fee list Date _____

Admin signature _____