

Semester 2 Course Changes

As you are aware Semester 2 begins on Thursday February 1st 2018.

If you would like to make a course change prior to the commencement of Semester 2:

- Drop by during exam week and see if there is an available counsellor (no appointments will be booked during exam time)

If you would like to make an appointment for a course change at the commencement of Semester 2:

- Complete the “Request for Course Change” sheet. Which will be available in Guidance on Thursday February 1st 2018.
- Take the form home to discuss changes with parent(s)/guardian. If you are under the age of 18, you will be required to obtain parent approval for any course changes.
- Have a parent(s)/guardian sign and date the completed form.
- Return the form to the guidance department commencing Friday February 2nd 2018 for a scheduled appointment. Appointments should only be booked before classes begin, during breaks, lunch and after school.
- Students who have officially dropped a course are responsible for returning textbooks to their original classroom teacher.

No appointment will be made without a completed and signed form.

**THE LAST DAY TO SUBMIT YOUR COURSE CHANGE FORM
WILL BE THURSDAY FEBRUARY 8TH 2018.**