



Subject Change Policy

Students are expected to do research and choose their subjects carefully when invited to select elective subjects.

However the College does recognise that occasionally there will be a mismatch between the student's ability and the subject and also that the student's career goals may clarify or change. For this reason, limited subject changes may be approved in the following time periods.

Year 11 students may apply for subject changes during the first 2 weeks of Terms 1 and 3. In exceptional circumstances, changes may occur early in Term 2, after the first round of assessment and feedback.

Year 8 and 9 students may apply for subject changes during the first 2 weeks of Term 1. In exceptional circumstances, changes may occur early in Term 3.

Year 10 and 12 students may only request changes under exceptional circumstances (eg. where the student is new to the school) as Years 9 & 10 and Years 11 & 12 are considered 2 year courses of developmental study.

Process:

- a) Students obtain a STUDENT APPLICATION FOR SUBJECT CHANGE from the Executive Office.
- b) Students complete the form and return it to the Executive Office following which, the Head of Teaching & Learning will consider the application.
- c) After an interview between the Pathways Coordinator and the student, the Head of Teaching & Learning will make a decision whether or not to approve the change. Criteria for approval may include whether space is available in the new subject, student achievement and goals, and teacher recommendation.
- d) Students will need to wait to receive a new timetable to change subjects before making any changes.

Note: Students may be required by the College to move classes if there is evidence of repeated unsafe behaviour or chronic underachievement.

The College will endeavour to meet the needs of all students, however, as the College grows, there are subjects that may be full. There will be no waiting lists maintained for full subjects, neither will the College always use a 'first in, first preference' principle in making enrolment decisions. Admissions to subjects will be made at the discretion of the Head of Teaching & Learning and the College Principal.