



Course Selection Change Request 2022-2023 School Year

Requests will not be accepted over the phone or via email.

Completing and submitting this form is the **ONLY** way a course change request will be considered.

Form can be submitted to the office (a) in person or (b) by scan/email to office@echs.ca

Name: _____ Grade: _____

Course you would like to drop:

Course you would like to add:

1. _____

1. _____

Course Change Requests will only be completed two times per school year:

The last week before sem. 1 (**Aug 29-Sep 2**) and the last week before sem. 2 (**Jan. 30-Feb. 3**)

Priority is given to Course Change Requests that meet one or more of the following:

- a) It is a diploma requirement (ex., 30 Credits = 18 compulsory credits + 12 optional credits)
- b) It is a post secondary prerequisite requirement (ex., course required for a post-secondary program)
- c) It is a course level change (ex., academic -> applied; college -> university)
- d) Student does NOT have the prerequisite (ex., Student has "SCH4U" on timetable but has not completed "SCH3U")

We would like to remind you that these are course change **REQUESTS** and may not be possible. All changes are dependent on available space in a class and whether or not the change works with the rest of the courses on a student's timetable.

Please give a detailed reason for wanting to make this change:

Signature of student

Date

Signature of father or guardian

Signature of mother or guardian

What is the best way to reach you to discuss this request?

Phone: _____

Email: _____