



UPPER SCHOOL COURSE CHANGE REQUEST

FOR YEAR 9 or YEAR 10 in **2024**

NAME	
FORM	

What Course would you like to exit?	
What Course would you like to move into?	
What are your reasons for requesting this Course change?	
Student signature	<div style="width: 60%;"></div> <div style="width: 35%; padding-left: 10px;">Date</div>

Parent/Guardian Name	Date
Parent Signature <i>I give my permission for my child to request this Course change.</i>	

Please submit this form to the Upper School office in hard copy or scan and email it to mountlawley.shs.upper.schooladmin@education.wa.edu.au.

Your request will be considered as soon as possible. You and the parent who signs this form will receive an email informing you of the outcome.

Course change requests need to be received by the Upper School office by the end of the term before the Course starts. Course change requests received during school holiday periods or once a course has begun are rarely able to be accommodated.

Continue to attend your current timetable until you are informed of the outcome of this request.

COURSE CHANGE REQUEST RECORD

Outcome of request (Approved or Declined)	
Reason	
Name	
Signature	
Date	