



Grade 8 Course Change Request 2019-2020

Please read in full before submitting a request for a change to your timetable. All efforts were made to give you the courses that you initially requested.

- Students must have the **required** courses for Grade 8:
 - English
 - Social Studies } or Humanities
 - Science
 - Mathematics
 - Physical and Health Education
 - French (individual situations can vary)
 - Careers (unless enrolled in Band or Gator Pod)
- Being in a specialized program (e.g. French Immersion, Gator Pod, Humanities, etc.) or singleton courses (Honours, Band, etc.) **restricts the flexibility** to make changes to a student's timetable
- Term Electives are in: 1-3 + 1-4 and 2-3 + 2-4. Not all electives are offered all three terms and some electives are only offered in certain blocks.

If you did not get your first choice of electives it is likely because those courses were not available in the time slot that worked with your other courses.

- Course change requests will be reviewed in this order:
 - Priority #1:** **Incomplete schedule** – Students who do not have a course in each block
 - Priority #2:** **Incorrect course** – Students who are in the wrong **required** course (e.g. wrong grade level for French)
 - {Priority #3** **Require a different course** – *Note: This priority does not apply to Grade 8 students}*
 - Priority #4** **Request for different elective** – Every effort has been made to give students the electives they initially requested. There is limited space in term electives and/or the elective requested may not fit a student's timetable.
- Ms. Ruffo will be visiting students in their 1-1 class to finalize changes during the first weeks of school. *Students must attend the courses listed on their schedule* until she has had an opportunity to meet with them.
- Students will receive their timetable on Sept. 3 during "Becoming One of Us".

Students are encouraged to fill out a Course Change Request Form with detailed information about their concern so Ms. Ruffo can determine if the requested change is possible.



Grade 8 Course Change Request

2019-2020

Please read instructions on reverse side before completing this form.

Last Name _____ First Name _____

Date _____ Student # _____

Home # _____ Cell # _____

Parent email (*please print clearly*) _____

Student email (*please print clearly*) _____

Ms. Ruffo, Gr. 8 counsellor, will visit 1-1 classes during the first weeks of school to talk about course changes.

Did you have Learning Assistance in Grade 7? **Yes** **No** **Unsure**

Please note: In order to accommodate your request, all of your courses and teachers may change.

Aug 29 – Sept 7 Priority #1: **Incomplete schedule** – Students who do not have a course in each block
Priority #2: **Incorrect course** – Students who are in the wrong **required** course (e.g. wrong grade level for Math)

Priority #3 **Require a different course** – *Not applicable to Grade 8 students*

Sept 8 – Sept 14 Priority #4 **Request a different elective** -- Every effort has been made to give students the electives they initially requested. There is limited space in term electives and/or the elective requested may not fit a student's timetable.

Is your request change a priority: 1 2 (X) 4

Reason for change? _____

Student Signature _____

Parent Signature _____

Requested Change

FROM		TO		
Block	Subject	Block	Subject	√

- Requests to be in classes with friends or teacher changes cannot be accommodated due to high enrolment and class size limits
- Please check the list – some electives are full and therefore not available

Last day to submit Course Change Form: September 11, 2019