

Date Rec'd in Guidance

PRINT NAME:			
EMAIL:	PHONE:	HR TEACHER:	

TIMETABLE CHANGE REQUEST 2024-2025 SEM 1

Forms Due Monday, September 9 at 2:30 PM (End of School Day)

PLEASE NOTE:

- ✓ **MOST COURSES ARE ALREADY FULL AND MANY REQUESTS CANNOT BE ACCOMMODATED**
- ✓ **If this request DOES NOT MEET the criteria listed below, the change will NOT be made**
- ✓ **You MUST attend classes on your CURRENT SCHEDULE until Guidance contacts you.**
- ✓ **FORMS will be processed and given to your Home Room Teacher.**

Criteria for a course change (Check ALL that apply):

<input type="checkbox"/> Required/Compulsory course to graduate	<input type="checkbox"/> Need a pre-requisite course for a course this year
<input type="checkbox"/> Pre-Requisite for Post Secondary Program	<input type="checkbox"/> Dropping to create a spare (Must have 24 credits)
<input type="checkbox"/> Change in career goals	<input type="checkbox"/> Teacher recommended I change this course
<input type="checkbox"/> Change due to Summer School (Passed)	<input type="checkbox"/> Timetable is unbalanced
<input type="checkbox"/> Did not complete/pass Summer School course	<input type="checkbox"/> Other:

Please add comments regarding this request:

Do you have an IEP? YES NO

Course(s) to DROP (Ex. BTA30)	Course(s) to ADD

PARENT/LEGAL GUARDIAN SIGNATURE _____ DATE _____

Students over 18 years of age may sign as legal guardian

PLEASE RETURN/FORWARD this completed signed form to the Guidance Office in person or electronically to:

LAURIER@TVDSB.CA

DEADLINE: MONDAY SEPTEMBER 9TH

2024 by 2:30 p.m.

