



Headmaster / Skoolhoof: David Schenck

SUBJECT CHANGE POLICY: PAREL VALLEI HIGH SCHOOL

This policy is effective from 1 December 2016 and will be implemented in consultation with the academic panel. **NO DEVIATIONS TO THIS POLICY WILL BE PERMITTED. (A REQUEST FOR A SUBJECT CHANGE REQUIRES A LETTER FROM A PARENT/GUARDIAN TO BE SUBMITTED TO THE LA OFFICE.)**

1. Grade 8: **NO** subject changes are permitted.
2. Grade 9: In order for a subject to be changed in Grade 9, the application to change must be submitted before 31 October in the Grade 8 year. Thereafter, only changes requested in the first two weeks (first cycle) of the Grade 9 year will be permitted.*
3. Grade 10: The subjects to be studied in Grade 10 are chosen and finalised during term 3 of the Grade 9 year. Subject changes in Grade 10 (a maximum of 2 subjects for the year) will be allowed only during the second last week of term 1 **and** again during the second last week of term 2. Any applications for subject changes after this date will only be processed at the start of the following year (Grade 11).* **(Pure Mathematics is a requirement for Accounting and Physical Sciences.)**
4. Grade 11: A learner will have only ONE opportunity to change a subject in Grade 11. A maximum of 2 subject changes will be allowed for the year. A learner must apply for such changes before the last week of term 1 in Grade 11. (A change of an additional subject for Grade 12 will be allowed **ONLY** in **EXCEPTIONAL** cases. Applications for this must be submitted before the end of the second last week of term 4, but only after the final examinations.)*
5. Grade 12: **ACCORDING TO CIRCULAR 0028/2016 FROM THE WCED, NO SUBJECT CHANGES ARE ALLOWED.**

* **SUBJECT CHANGES WILL ONLY BE PERMITTED ON RECOMMENDATION OF AN ACADEMIC PANEL THAT WILL INVESTIGATE THE POSSIBILITY AND MERIT OF SUCH A CHANGE.**

New entries will be dealt with according to merit, and where necessary, in consultation with the Department, taking their current subject selection into account.

(EXTRA SUBJECTS: If a learner wishes to register an extra subject/subjects for the National Senior Certificate, that subject/ subjects **MUST** be studied from the start of the Grade 10 year.)