

A Level Subject Change Request

If you would like to request a change of subject, you must first complete this form. This includes speaking to the subject teachers of both your current and requested subject as a matter of courtesy and to find out more about the prospective subject, as well as obtaining the support of a parent/guardian in making the requested change. Changes will only be made where sufficient research has been conducted and where the change is possible on our timetable, depending upon timetable blocks and group sizes.

Student Research

Student name	
Tutor	
Current subject(s)	
Requested subject(s)	
Reason for swap request	
Comments from Mrs Job RE timetable/group sizes	
Comments from current subject teacher(s)	
Comments from requested subject teacher(s) e.g. work to be caught up	

Parent/Guardian Consent

I confirm that the form is complete, and hereby formally request that the abovementioned change of subject is processed.

	Student	Parent/Guardian
Name		
Signature		
Date		

Please hand your completed form to Mr A Falle, Head of Sixth Form.

Head of Sixth Form's response	
<input type="checkbox"/> Approved, with expectation that all missed work is completed <input type="checkbox"/> Approved, with concerns regarding some of the teachers' comments <input type="checkbox"/> Request not approved (see reasons below)	
Comments	
Signature	Date