



VCE CHANGE OF SUBJECT REQUEST FORM

Part A

This form is to be used as the first part in the change of subject process. Students must meet the criteria set out below in order to be considered for approval for change of a subject.

NAME: 2017 Year 10 Year 11 Year 12

Current Subject	Block	Proposed Change	Block

CRITERIA

- Has gained a satisfactory completion for unit 1 of current subject Yes
- Discussed with the Head of Year 11 & 12 that a change is being considered
and the associated reasons for doing so. Yes No

Signature Head of Year 11 & 12:..... *Date:*.....

- Met with the Career Advisor regarding implications for higher studies/occupations
and has had a pathway discussion. Yes No
- Has been informed about **Prerequisites** for possible pathways. Yes No

Signature Career Advisor:..... *Date:*.....

- There is sufficient room within the class they wish to enter Yes No
- EXIT → consulted with the teacher of their current subject Yes No

Signature Teacher of current subject:..... *Date:*.....

- ENTRY→ consulted with teacher of proposed new subject Yes No

Signature Teacher of new subject:..... *Date:*.....

Subject Change:

- Not Approved Approved (Complete Part B VCE change of subject confirmation form)