



Student Name:

Date:

☐ **Year 11**

☐ **Year 12**

You have chosen to alter your current package.

Please read carefully the information below and complete the form as required.

1. Obtain a signature from a parent/carer.

2. Return the **completed** form to the **Leader of Learning - Academic Wellbeing and Progress via email only**. All requests for changes are to be made **no later than Friday of Week 2 in the current semester**.

- You will be notified via email if your changes cannot be actioned.
- You will receive a new timetable (via SEQTA) after your change has been actioned.

Please ensure you attend all classes as indicated on your timetable in SEQTA.

Please note:

Any queries please contact Ms Jenna Fisher, Leader of Learning - Academic Wellbeing and Progress, via email: jenna.fisher@stcc.act.edu.au

Signature

Parent/Guardian 1:

Date:

My Senior Study Package is:

☐ **Tertiary Package**

☐ **Standard Package**

Change Required

	Subject	Level (T/A)	Reason(s) for change
Subject/s I wish to drop from my package			
Subject/s I wish to add to my package			

Office use only:

☐ No changes made to package. Email notification sent to student

☐ Changes made to Student's subject selection on Timetabling Solutions

☐ Student's package reflects accurate progression towards meeting Tertiary or Standard Package