



ARGYLE REQUEST FOR COURSE CHANGE 2025-2026

Use this form for course changes until September 19th, 2025

Instructions:

- DROP OFF SIGNED DOCUMENT at the appropriate Grade Counsellor box in Counselling area.
- Email and MS Teams course change requests (without a parent signature) will not be considered.
- Many classes will already be full and wait-listed. If a course change request can't be done your name will be added to the wait-list.
- Teacher changes/changes for friends will not be granted.
- Attend all courses on your schedule as listed until a course change is approved by your counsellor.

Highest Priority for course changes:

1. New Students
2. Timetable *does not meet* graduation and/or post-secondary requirements
3. Required course was failed previously
4. Course(s) was *completed* or is *in-progress* online
5. Preference:
 - List multiple alternatives for course change requests (i.e. first choice, second choice etc.).
 - Course change requests may result in changes to your other courses and timetable.

Note: Our timetable is developed based on student course requests. This means that we staff the school and create course selections based on the information we receive from students in late February. This process allows us to create a schedule that suits the needs of the vast majority of our students, but it does not allow for any significant changes once the timetable is set. We are unable to guarantee any course changes after course requests are made in February.

Reminders for students considering course changes:

- We do not consider course changes due to friendships or teacher preference
- Students are expected to take a minimum course load :

Grade	Minimum Courses
8	8
9	8
10	8
11	7 + CLC 12 (2 credits)
12	6 + CLC 12 (4 credits)



COURSE CHANGE REQUEST

Student Name: _____ Grade: _____

Add: _____ Replace: _____

Add: _____ Replace: _____

Add: _____ Replace: _____

Reason(required): _____

Student Signature: _____ Date: _____

Student Email: _____

Parent Signature: _____ Date: _____

Parent Email: _____

Students must follow their old timetable until they have received a new schedule!

Students should not expect to make changes after Friday, September 19th 2025