

Subject Change Policy

Albany Creek State High School provides a range of programs to meet the needs of all learners. To maximise learning outcomes we have in place a rigorous subject selection process, including:

- Career guidance and Lifeskills programs
- Student Education Training Plans (SETP)
- Interviews with Heads of Department, Administration and Guidance counsellor
- Open Day
- Subject Selection handbooks
- Opportunities to access alternative education programs.

This process is supported by Heads of Department, Administration and Guidance counsellor and Year Level Coordinator through continual review and monitoring of student participation and achievement. In Year 11 and 12 students study 6 subjects. Some exceptions may occur, i.e.(a students studies 5 subjects only) where a student is:

- completing a SAT
- studying a program external to the school
- completing their senior over 3 years
- studying an alternative program organised by the school
- or has a medical condition which requires that a reduction in subject load would assist their health issue.

Subject changes may occur on the recommendations of Admin, Heads of Department or Guidance Counsellor, and parent at the beginning of each semester, for a period of 2 weeks.

In exceptional circumstances, an application may be made to Administration under the following conditions.

A student will be unable to select a subject where a subject has already completed summative assessment – QSA guidelines require completion of summative assessment for grading.

Applications for subject change for Term 2, Year 11 will only be accepted in the first week of term 2.

Any timetable change will be dependent on the timetable structure and availability of places. Students requesting to change into an Authority Registered Subject where a vocational certificate is being delivered may not be able to complete all competencies and/or certificate by the end of their senior year due to the requirements of the training package. Students are advised to discuss this with the Head of Department prior to making application to change.

It is recommended that subject changes only occur within the same faculty.

Applications for subject change at the end of term 1 will be considered on an individual basis. At all times, effort will be made to minimise the disruption to a student's learning program.