



Brisbane State High School

SUBJECT CHANGE POLICY

- Students at Brisbane State High School are permitted to request subject changes during the first two weeks of each semester only.
- Requests to change subjects at any other time will not be accepted unless there are exceptional circumstances in the opinion of the Principal.
- Subject Change Request forms are available from the Deputy Principal responsible for the school timetable and from the Guidance Officers.
- A request to change subjects does not mean that a change is automatically possible.
- In accordance with Education Queensland policy, class numbers in years 8, 9 and 10 are capped at no more than 30 students, and at no more than 25 students in years 11 and 12.
- When a class/subject reaches maximum capacity, no additional students can be enrolled in that class/subject.
- Students who request a change of subject within the designated time frame, but for whom a change is not possible because a subject is at maximum capacity, will be advised accordingly and their request will be placed on a waiting list. They will be offered a place in the requested subject should a vacancy become available. Brisbane State High School has a very high student retention rate, and, as such, vacancies in many subject areas arise infrequently.
- Please note that requests for teacher changes cannot be approved unless there are exceptional circumstances. Any such requests are to be forwarded in writing to the Principal.