



POLICY SUBJECT CHANGE & DROPPING OF MATRIC SUBJECTS

FIRST ADDITIONAL LANGUAGE:

1. SAHETI offers a choice of two First Additional Languages: Afrikaans and isiZulu. By the time pupils enter Grade Eight a selection choice of their First Additional Language has already been made.
2. Pupils cannot change their First Additional Language selection except under exceptional circumstances. This decision needs to be made by the Executive Head and Academic Director and will be concluded after extensive professional consultation.
3. Those pupils who have been granted Immigrant Status by the Independent Examination Board owing to full qualification procedures, must replace the First Additional Language with a designated subject.

FET BAND

1. Subject Selection for FET is made by the end of September in Grade Nine.
2. Pupils may, under exceptional circumstances in the **first half** *of their Grade Ten year, apply for **one** subject change.
3. Pupils may change from Mathematics to Mathematical Literacy and from IT to CAT up to and including March of their matriculation year.
4. The following procedure is to be followed:
 - 4.1 The pupil requires to discuss with Director: Academics the reasons for the subject Change.
 - 4.2 The pupil is to approach the new subject teacher and discuss the adaptability of work missed.
 - 4.3 The pupil is to see the Psychologist who will ensure that the proposed subject change will not hinder tertiary field of study. The Psychologist will forward her finding report to the Director: Academics.
 - 4.4 A letter from the pupil's parent granting permission for the change needs to be given to Director: Academics.
 - 4.5 The pupil is to make an appointment with the Director: Academics who will investigate the matter further and discuss the matter with the Head.
 - 4.6 Approval will only come into effect once written confirmation has been received.
5. It remains the pupil's responsibility to ensure that all work missed is caught up. No concession will be granted.
6. Once a subject change has been approved, the pupil may not revert to his/her original subject.

DROPPING OF A SUBJECT

1. A student's request to drop a subject will only be considered after the first term of Matric and will only be granted in exceptional circumstances.
2. The academic director will need to be consulted, who will lease with the Executive Headmaster, subject head and teacher involved.
3. Only if there has been significant effort made in the subject, prior to the request will a change be considered.
4. The motivation for the change could be as a result of possible failure in the subject or a likely detrimental effect on the success of the student in other subjects.