



Catholic Regional College Sydenham

Policy: Learning Program Change

Rationale

The College believes that every student's learning program is of equal value and that every pathway is valid. Based on unique student needs there is often a need for a change in a student's program. When a student's request for a change is processed the College will adhere to the principles outlined below. Changes to student learning programs will endeavour to create a learning program that will allow a student to experience success and make a suitable transition to an appropriate and sustainable post-school pathway. As such, the number of course changes that students can submit will be limited so as to promote a sense of resilience.

Principles

Where a student wishes to move from the VCE Program to the VCAL Program, students must have shown that they meet the conditions listed below:

- attend a pathways counselling session and conduct an independent investigation of a suitable post school pathway that includes TAFE, apprenticeships/traineeships and employment;
- organise College approved Structured Workplace Learning Placement;
- demonstrate sound work habits and a suitability to operate within an applied learning environment;
- demonstrate that they are an independent learner, self-motivated and have a mature approach to school that will translate successfully to the workplace;
- demonstrate a commitment to enhancing their employability skills, diligent, conscientious, ability to follow instructions and cooperative with others;
- demonstrate that they are reliable and punctual in submission of required work;
- demonstrate regular attendance at school, including punctuality;
- show that they are cooperative in their dealings with all members of the school community and respectful of and compliant with the college expectations including the Charter of Rights and Responsibilities;
- demonstrate a willingness to work constructively within the established procedures of the College;
- achieved appropriate standards in their academic studies.

Where a student wishes to move from the VCAL Program to the VCE Program, students must have shown that they fulfil the below criteria:

- a demonstrated ability to experience success within VCE studies (the College will refer to student assessment data and academic testing data for supporting evidence);
- attended a pathways counselling session and conduct an independent investigation of a suitable post school pathway;
- a demonstrated ability to apply independent study habits required for success in the VCE.

Changes of individual subjects within VCE/VCAL Programs will only occur when:

- There is space in a class in the selected subject
- The student has demonstrated a suitability to cope with the learning requirements of the selected subject(s)
- The student has completed the appropriate application and discussed the prospective change with the relevant staff at the College as indicated on the application form
- The student has fulfilled the prerequisites;
- Agrees to forgo late arrival or early dismissal periods in order to catch up on the work missed in the previous semester
- Will only be processed after the student and parent/guardian have completed the relevant Course Change Form;
- Will occur, where possible, at the end of Semester 1, to take effect in semester 2;