

Note:

- All class changes (if approved) can only take place at the start of the week.
- You are required to attend your classes according to your current timetable until we have approved your request.

Student details

Name	
Student ID	Course

Class schedule details

ELICOS	Your Current Class timetable (Please Tick)	🗌 Afternoon	Evening	U Weekend	Other
	Class you are requesting to change to (please Tick)	Afternoon	Evening	U Weekend	Other
VET	Your current class timetable				
	Class timetable you are requesting to change to				
Reason for Request to change class					
Student signature			Dat	e	/ /

For office use only

Received by			Date	/	/	
Approval Granted?	Yes		 No Student Notified 			
	Student Notified	OR				
	Timetable Changed					
Staff Signature			Date	/	/	

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