



Dear Parents

07 March 2024

Grade 11: Instructions for subject change (March 2024)

Grade 11 pupils may make TWO subject changes this year. Note that subject changes will only be approved if space allows in the new subject of choice. Unfortunately, there is no space available in Geography at the moment. The requested subject change/s will come into effect when pupils return to school in Term 2. It is the responsibility of the pupil to catch up the content from Term 1 for the new subject/s chosen.

This is the FINAL opportunity for Grade 11 (as per Department of Education).

Final date for subject change requests: WEDNESDAY, 20 MARCH 2024 @ 09:00
(no requests will be considered after this date)

Instructions:

Parents need to write a letter requesting a subject change or subject changes. Grade 11 pupils may change a total of TWO subjects for the year. Please ensure that the letter of request, written by the parent, contains the following information:

- ① Name and surname of pupil
- ② Grade and class
- ③ Old subject and new subject
- ④ Reason for the requested change/s (brief explanation)

Letters must be submitted to Mr Ferreira in person or emailed to cferreira@vphigh.co.za

Subject class changes will not be entertained.

Mr. Ferreira
Head of Academics