

UNITED CHRISTIAN COLLEGE (KOWLOON EAST)
Academic Affairs Committee
Senior Form Subject Change Application

Subject change is a critical decision in relation to your study and further study. Students are strongly advised to take into account their own interest, capabilities, subject performance, future study needs, as well as the advice of Form Teacher and Subject Teacher when making the change.

In principle, students are not allowed to add a new subject in S.5 while such applications will be evaluated on an individual basis in S.4.

Application Procedures

1. Students are required to complete and submit this application form to Form Teacher with signature of parents, Form Teacher and Subject Teacher(s) concerned.
2. In case of subject change, signature of TWO subject teachers should be obtained, one from the subject you plan to drop and the other the one you plan to add.
3. Students must strictly observe the deadlines specified on School Calendar. Late submission will not be processed.

Application Result

1. Application may be approved or disapproved by the school based on considerations for the best benefit of the applicant. Students must attend the elective as usual until they receive a formal approval (in the form of a notice) from the Academic Affairs Committee.
2. Students are required to observe all the conditions specified in the notice in the case of approval. Absence from class without valid reason can be considered as truancy.

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Senior Form Subject Change Application Form

Basic Information:

Name: (Eng) _____ Date of application: _____

Name: (Chi) _____ Class: _____ Class No. _____

Application for:

Put a "✓" in the appropriate box(es). In case of change subject, please fill in both ADD and DROP information.

☐ DROP (subject: _____ EL: ☐ 1 / ☐ 2 / ☐ 3)

☐ ADD (subject: _____ EL: ☐ 1 / ☐ 2 / ☐ 3)

Reason(s):

Other information:

Subject	Recent academic result (Grade or Performance Descriptor)
Chinese	
English	
Mathematics	
Citizenship and Social Development	
EL1:	
EL2:	
EL3:	

Signature:

Student: _____ Parent: _____ FT/AFT _____

Subject Teacher(s):

Subject: _____ Initial: _____ Signature: _____

Subject: _____ Initial: _____ Signature: _____