



CAPSTONE COLLEGE
TASMANIA
Learn to Live

Student counselling of subject choices POLICY and PROCEDURES

Aim: Capstone College values student learning and in supporting students to enrich their learning. To this end, Capstone will endeavor to find ways within TASC course requirements to allow students to undertake courses.

Policy:

- to provide a system of procedures to allow a student to state preferences for subject areas.
- to investigate how students may meet the integrity requirements of the course and TCE /TCEA attainment
- to provide a system of procedures to allow a student to change courses.
- to ensure that there is a central system in place to keep adequate records of course change forms
- to distribute these guidelines to all teachers and parents and the Student Guidelines to senior students annually.
- to include these guidelines in the Senior Student Handbook and on the school website
- to provide the student or staff a right of appeal in the event of an unfavourable judgment by the Principal or delegate.

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Procedure:

The following provisions enable students to express their preferences for subjects by:

- asking students to state their likes and dislikes for subject area in the two stage enrollment process. (Enrollment Policy and Procedure)
- completing student subject choice surveys will enable Capstone College to prioritize subjects according to student cohort preferences and College resources.
- counselling students on subject choices taking into consideration academic ability, pathways, TCE/TCEA social and emotional wellbeing.
- the College investigating TASC access requirements or recommendations for the course and ascertain that the student will meet TASC requirements.
- Students to complete subject selection form for each semester.