



### APPEAL FORM – SUBJECT CHANGES AFTER CLOSING DATE

NAME OF SCHOOL: .....

GRADE: ..... LEARNER'S CEMIS NUMBER: .....

NAME OF LEARNER: .....

CURRENT SUBJECT	CHANGE TO

I, ....., Principal of ..... support the above subject change.

I am also aware that the above learner may only change the subject when the appeal process has been concluded and the subject change has been approved.

Signature ..... Date .....

#### CHECKLIST FOR DOCUMENTS TO BE SUBMITTED WITH APPEAL

- 1. Appeal drafted by the Principal on school letterhead explaining reason for the late subject change
- 2. Letter from the subject teacher confirming the support programme for the new subject
- 3. Signed letter from parents supporting the change
- 4. Any other supporting documents (medical reports, etc.)

The Chief Director: Assessment and Examinations has considered the above appeal and has decided that:

- The proposed subject change is NOT allowed.
- The proposed subject change IS allowed.

Comments: .....

.....

Signature ..... Date .....

**THIS DECISION IS FINAL**

