

# Avon Maitland District eLearning Centre



165 Princess St. E., P.O.Box 729,  
Clinton, ON N0M 1L0  
Phone: 519-482-5428 Fax: 519-482-8795



## Timetable Change Form

Please complete all areas of this form, writing neatly and legibly. Once form is complete, please fax to AMDEC at 519-482-8795, or scan completed form and e-mail to the AMDEC Office (office@amdec.ca).

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Birth (yyyy/mm/dd): \_\_\_\_\_ OEN: \_\_\_\_\_

Name of home school (holding your OSR): \_\_\_\_\_

Course(s) to **ADD**:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Course(s) to **REMOVE**:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Reasons for course change(s): \_\_\_\_\_

Please obtain **ALL** of the required signatures below. Your course change will be processed only when all relevant signatures are complete.

<b>Student Signature</b>	<b>Date</b>
<i>Students under the age of 18 must have this section completed. I approve of the course change(s) indicated above</i>	
<b>Parent/Guardian Signature</b>	<b>Date</b>
<i>Signature of Principal (or designate) at enrolling school.</i>	
<ul style="list-style-type: none"><li>• If this timetable change includes a course addition, our school board will pay the fee per course (as identified by the Ministry of Education) to the Avon Maitland District School Board. The AMDSB will send an invoice to the student's enrolling school board (applies to out-of-board students registered through publicly-funded schools only).</li><li>• <b>I have reviewed the requested course change(s) with this student and approve of these timetable changes.</b></li></ul>	
<b>Principal (or Designate) Signature</b>	<b>Date</b>

<b>FOR AMDEC OFFICE USE ONLY</b>	Date: _____
Comments:	
<input type="checkbox"/> Full Disclosure Applies	Reviewed By (Student Services) _____