



COUNSELLING DEPARTMENT

It's hard to believe that we are already at the end of semester 1 and about to get started with the second half of the year. Once everyone is settled into their new courses we will move into our course selection process for next year. There will be much more information to come about this process next month. We wish students a wonderful start to their second semester.

For those students inquiring about course change options, please be aware that very few course changes are possible currently, due to the school being full.

Semester 2 Course Change Request Process

To increase efficiency of course change requests and reduce repetitive student inquiries, all course change requests will be completed via this online Form: <https://forms.office.com/Pages/ResponsePage.aspx?id=z-m0CBOBDUK6B1L31N-Kzb-sCgeQJDBJuH-2JQS7qi9URFJWTFZUWUs0RUUpJOE1UUk5YRFJTMURRUy4u>

Please do not email, call, send a Teams message or book an in-person appointment for course change requests as we will only be taking requests via the Form.

The Form will be open from Friday, January 24th until Tuesday, February 4th at 3pm. We will not take any requests after that time. Any changes that can be made, will be completed by Wednesday, February 5th at 3pm. Please review your schedule on MyEd BC at that time, and if a change was not made, it was because it was not possible. Please do not email or Teams message your counsellor to inquire. Most importantly, please only fill out the Form once, all other entries will not be considered.

The counselling office will be closed to in person appointments from Monday, January 27th to Wednesday, February 5th as we process these requests. If you need to see your counsellor during that time for a reason other than course change requests, please send an email or Teams message and they will send you an appointment time.

Recap of Important Dates:

Regular appointments for counselling support (message your counsellor)	January 29th to February 5th
Form for course change requests (All course changes will <u>only</u> be completed through the Form process).	January 24th to February 5th (Form open until February 4th)
Regular appointments, all course changes for semester two have been completed	February 6th onwards