

Changes of subjects or language levels in the European Schools

The European School system is divided into 3 cycles :

- S1-S2-S3 : **Observation Cycle**
- S4-S5 : **Pre-Orientation Cycle**
- S6-S7 : **Orientation Cycle**

The yeargroups of each cycle study obligatory subjects (in green) and optional subjects (in yellow) in order to complete their weekly timetable. (Cf : Studies Organigramme)

NB: We must distinguish between the language, mathematics and optional courses when examining possible changes.

- **Optional Subjects :** These subjects are taken for a whole cycle without possibility of any changes. However, it is possible to stop or to start an optional course at the start of each cycle (in S4 and in S6) with access-restrictions for certain subjects depending on the ability level of students who have not followed the optional course in the preceding cycle.
- **Mathematics** In the Pre-Orientation cycle (S4-S5) : A subject change from 6-Period-Maths to 4-Period-Maths is possible (see procedure below), on the condition that the student maintains a minimum of 31 periods after the change. It is not permitted to choose another option to complete the timetable at this stage.
- **Language Subjects : normally** no change is permitted during the course of the year except in the case of :
 - Entering into S6, in the following pedagogically justifiable cases:
 - o Change in your L2 (NB: subjects in L2 remain in the original L2)
 - o Changing from a lower level linguistic group to a higher level linguistic group in the same language (example: changing from L4 FR to L3 FR). An ability test would be necessary.
 - o Changing from a higher level linguistic group to a lower level linguistic group in the same language (example: changing from L3 FR to L4 FR).
 - Newly arrived students recently enrolled.

A change of language request can only be examined in these two circumstances (S6 and newly enrolled), and via a written request to the Deputy Director in charge of the Secondary School **before the second Friday of the month of September.**

From that date onwards, no such change will be possible.

Procedure for requesting a subject change :

The decisions taken by the Deputy Director in charge of the Secondary School concerning a request for a change will be subject to the following conditions :

- 1) Submission of a written request containing detailed arguments addressed to the class teacher (titulaire) with a copy sent to the Deputy Director, sent by the parents, the legal representatives, or the student themselves if aged over 18 years.
- 2) The request will be debated and decided upon by the Class Council.
- 3) Academic elements identified by the teachers must demonstrate the capacity of the student to follow the requested subject change

4) The absence of major consequent administrative problems related to the change. In no case, will a change be permitted if it causes the suppression or creation of a class-group, a significant change to the number of lessons of a teacher, or any other major administrative consequence.