

CLASS REGISTRATION AND PERSONALISED TIMETABLE

1. READ TIMETABLE CAREFULLY
2. CHOOSE CLASS TIMES AND STREAMS THAT ARE CONVENIENT FOR YOU
3. GO TO LINK PROVIDED
4. REGISTER FOR CLASSES
5. COMPLETE AND SUBMIT GOOGLE FORM

*Once submitted streams and classes cannot be changed without permission.

CHANGE OF STREAM

- Request must be made in writing with a valid reason for change.
- Student will not be able to change class until approval has been granted
- Send email requesting change to
 1. tasella.collie@preuniversity.org
 2. preu_admin@hotmail.com (preu_admin)

CHANGE/DROP SUBJECT

- Subjects cannot be dropped after the first two (2) weeks of class -**no exceptions**
- Subject must be paid for whether student attends classes or not after the first two (2) weeks of class
- Request must be done in writing with a valid reason for change
- Send email requesting change to
 1. tasella.collie@preuniversity.org
 2. preu_admin@hotmail.com (preu_admin)

**Please review school's general rule book*

**All rules and regulations must be observed*