



RIVERVIEW HIGH SCHOOL

400 Whitepine Road, Riverview, NB E1B 4H8 | Phone: (506) 856-3470 | Fax (506) 856-3313 | rhsroyals.nbed.nb.ca

June 8th, 2021

Dear Royals and Families,

At the end of the day Wednesday and Thursday, we will provide students with their tentative schedules for the 2021-2022 school year. This information should also be available on the PowerSchool Parent and Student Portal (<https://sisasde.nbed.nb.ca/public/home.html>) beginning Thursday. These schedules are tentative at this time and will only be finalized during the first days of school in September.

Each year we do our best to build a timetable of courses based on student requests. The PowerSchool information system then uses this timetable to assign students to courses based on their requests. If a student is not placed in a requested course, it could be for reasons such as:

- More students requested the course than we could accommodate, and the course is full;
- We could not offer the course due to a low number of students requesting it; and
- We could only offer the course at the same time as another course the student requested so the information system had to choose one course over the other.

Students must have a full schedule of five classes each semester. Any student with an incomplete schedule for the 1st semester will be required to complete their schedule prior to receiving their report card on Friday, June 25th.

Beginning 9:00AM on Friday, June 11th, we will be accepting course change requests. Students requiring an addition of a course to complete a full schedule or those wanting to make a change may submit a course change by:

1. Reviewing our course offerings using the RHS Tentative Timetable under the Documents section of our school web site. <http://rhsroyals.nbed.nb.ca/>
2. Discussing their request with their parents/guardians;
3. Completing the online form: <https://forms.office.com/r/yWjHbqM186>.

For privacy and security reasons, you will need to complete this online course change request form using the student's Office365 account. When you click on the link, you will be prompted to sign in using your school account.

Beginning Monday, June 14th, we will complete course change requests in the following order of priority:

- a. Grade 12 students with an incomplete schedule
- b. Grade 11 students with an incomplete schedule
- c. Grade 10 students with an incomplete schedule
- d. Grade 12 Students with Graduation & Post-Secondary Requirement Needs
- e. Grade 11 Students with Graduation & Post-Secondary Requirement Needs
- f. Grade 12 Students
- g. Grade 11 Students
- h. Grade 10 Students

Next year's grade 10 students can only request to add/change their grade 11/12 elective. Next year's grade 9 students are not able to request course changes as the province prescribes which courses they take each year.

Please note: There is a limited number of seats in each course. We will work to accommodate requests as availability permits.

Please only complete one course change request form.

Updated course schedules will be available on the PowerSchool student and parent portal.

If students require additional assistance with this process, they can contact:

- Julie Doucette (julie.doucette@nbed.nb.ca) – Guidance Counsellor
- Kelly Hogan (kelly.hogan@nbed.nb.ca) – Guidance Counsellor
- Helene Chiasson (helene.chiasson@nbed.nb.ca) – Vice Principal for students with last names beginning A-F
- Gregory Longaphie (gregory.longaphie@nbed.nb.ca) – Vice Principal for students with last names beginning G-M
- Heather McIntyre (heather.mcintyre@nbed.nb.ca) – Vice Principal for students with last names beginning N-Z

We hope you find this information helpful.

Take care,
RHS Staff