

Emails can be sent to [timetabler@federation.edu.au](mailto:timetabler@federation.edu.au) requesting any of the following, forms are not required for:

- Adding Public Holiday replacement sessions
- Change class size or physical location (eg: MTH\_F303 to MTH\_T208, BER\_903\_1118 to BER\_902\_167, etc)

Further information about the Total Score values can be found in the **Information Sheet**.

Note: At the discretion of the Timetabling staff a change request may require further investigation &/or recommended adjustment/rejection.