

Programme Director Considerations

When considering a student's request for a change of optional module after the Autumn term

circumstance.) In such cases you will need to check that the student will have sufficient time to catch up on the missed teaching (this may be easier if the two modules have some overlap).

Where requests have been approved the Programme Manager will

1. Make the module change on RISIS, and let the student know about this (along with any other information given by the School);
2. Inform the Module Convenors about the late changes (where the late change might impact assessments already taken and missed teaching; not relevant for modules which have not