**All requests are subject to room capacity and cannot be guaranteed.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **Regnum:** | **Course:**  | **Date:** |

**For completion by the student:**

Complete this form electronically and **email to your Course Lead**.

**MODULES TO BE ADDED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Credits** | **Module Code** | **Semester** | **Module Title** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**MODULES TO BE REMOVED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Credits** | **Module Code** | **Semester** | **Module Title** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
|  | I understand that this change is subject to room capacity and may not be approved |
|  | I have checked that I will still be registered for my core modules and 120 credits\* after this module change. (\*full time students only) |

Changes can only be actioned in the first 2 weeks of the semester. Registry will not accept late module changes.

Please note: This form should not be used to change your course. To change course, you must complete a Course Change request form on your student portal.

**For completion by the Course Lead:**

|  |  |
| --- | --- |
|  | I have checked the room availability for any modules being added |
|  | I approve the above module changes |
|  | Email this form to Registry or Course Administrator to confirm your approval |

CL Signature…………………………….

Date………………….

**FOR REGISTRY USE ONLY** SITS UPDATED BY:…………………………….