

## **MAKING CHANGES TO PUBLISHED PROGRAMME INFORMATION – A GUIDANCE NOTE FOR STUDENTS**

It is likely that during the course of your studies, some changes will be made to your programme. The purpose of these changes will be to support your study and have a positive impact on your programme. This guidance aims to explain when this may take place and how we will consult you about it.

We ensure at all times that your programme remains current and up-to-date. We may therefore make small changes to keep the curriculum current and reflect developments in the subject or relevant policy. We may make changes to modules, introducing a new module for you to select from, or to assessment to make it clearer or to support your achievement. Changes may also result from student requests.

Every six years, or sooner, there will be a formal review of each programme, and we will make changes in response to your feedback, to keep the curriculum up-to-date and to provide you with the best chance of success. For professional programmes, the professional body may have requested changes and it is important that we meet their requirements in order to support your future career opportunities and registration in the profession.

We will consult you when we make major changes to programmes or modules. This means that we will consult you when a programme changes as a result of programme review, or when we add or remove modules from your programme. We will also aim to talk to you when changes are made to assessment. Your programme leader may discuss the changes via email or in a meeting, and will ask for your feedback. You are strongly encouraged to engage with these feedback opportunities. We value what you have to say about your programme, and your feedback will help to improve your experience and that of future students.

We will always ensure that you have the opportunity to complete the programme that you enrolled on, or agree to move to an alternative agreed programme.

There may be times where we have to make changes to programmes due to unforeseeable events and/or circumstances that are beyond the University's reasonable control, that has a disruptive effect on the University's ability to deliver academic or other services also known as "Force Majeure Event". If a Force Majeure Event occurs, the University will seek to consult on its response to the Force Majeure Event on what decisions it may have to make concerning programmes, where it is reasonably practicable to consult before changes have to be made. If we cannot consult we will provide reasons for this.

You can see further detail in the policy '[Making changes to published programme related information](#)'

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