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| **1. PROGRAMME LEVEL CHANGES** |
| **Type of Change** | **Will affect Prospective Students** | **Will affect Existing Students****during current academic year** | **Will affect Existing Students****in next or subsequent academic year** |
| Suspension of programmeTermination of Programme | UG During year prior to entry: High risk therefore will not be permitted.Before this where there are deferred entry applicants holding offers: High risk therefore will not be permitted.PGCan do in year prior to entry only if there are no offer holders | Would result in breach of T&Cs of Study. High risk therefore will not be permitted.  | Would result in breach of T&Cs of Study. High risk therefore will not be permitted. |
| Programme award/title | Material Change:As above for *Suspension or Termination of programme* Minor Change can do during year prior to entry – but need to inform applicants | Would result in breach of T&Cs of Study. Only do with agreement of all students affected. | Would result in breach of T&Cs of Study. Only do with agreement of all students affected. |
| Admissions criteria | Post publication in hard copy prospectus: High risk therefore will not be permitted.Before this where there are deferred entry applicants holding offers: High risk therefore will not be permitted. | n/a | n/a |
| Programme lengthMode or timing of delivery egs change to/from distance learning/block teaching | Post publication in hard copy prospectus: High risk therefore will not be permitted.Before this where there are deferred entry applicants holding offers: High risk therefore will not be permitted. | Would result in breach of T&Cs of Study. Only do with agreement of all students affected. | Would result in breach of T&Cs of Study. Only do with agreement of all students affected. |
| **Type of Change** | **Will affect Prospective Students** | **Will affect Existing Students****during current academic year** | **Will affect Existing Students****in next or subsequent academic year** |
| Progression criteriaCriteria for degree calculationContent Changes: * Aims
* Intended learning outcomes
* Withdrawal/replacement of core modules (+ scale of change)
* Withdrawal/replacement of option modules (+ scale of change)

*Note: A reduction in the proportion of option modules is a material change** Significant number of changes to programme content (‘Significant’ will need to be defined)
 | If advantageous to students can do. If not advantageous, cannot do after start of admissions cycle | If advantageous to students can do. If not, only with agreement of affected students | If advantageous to students can do. If not, only with agreement of affected students |
| **2. MODULE LEVEL CHANGES**  |
| **Type of Change** | **Will affect Prospective Students** | **Will affect Existing Students****during current academic year** | **Will affect Existing Students****in next or subsequent academic year** |
| Title | Can make change if does not impact on overall aims and intended learning outcomes of programme.  | If affects fundamental nature can do but only with agreement of affected students. Otherwise can make change without consulting students | If affects fundamental nature can do but only with agreement of affected students. Otherwise can make change without consulting students |
| Credit weightChange to availability of module to certain groupsMode of delivery (to/from block taught or distance learning)Change to SAP restrictionChange to method of retrieving moduleDelivery periodTeaching and Learning activityAccessibility | Can make If does not affect fundamental nature of programme | If affects fundamental nature can do but only with agreement of affected students. Otherwise can make change without consulting students | If affects fundamental nature can do but only with agreement of affected students. Otherwise can make change without consulting students |
| **Type of Change** | **Will affect Prospective Students** | **Will affect Existing Students****during current academic year** | **Will affect Existing Students****in next or subsequent academic year** |
| Aims + intended learning outcomesContents field of module spec (not contents of module)Method of assessmentWeighting of assessmentTiming of assessment | If does not affect fundamental nature can make change  | If affects fundamental nature can do but only with agreement of affected students. Otherwise can make change without consulting students | If affects fundamental nature can do but only with agreement of affected students. Otherwise can make change without consulting students |
| Module Capping | *Requires University principle* |  |  |

**Note:** When making changes Schools need to be mindful of the risks associated with making changes to programmes and modules and the potential requirement to offer students compensation.

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