

This form should only be used to apply to change a module which does not change your programme and/or award registration.

**Current Regulations state that:** A student may request to change modules, up to a maximum of 30 credits, by the end of week two of teaching. If a student is on an apprenticeship programme the new module must map to the relevant apprenticeship standard.

**Student Name** \_\_\_\_\_ FT      PT

**Student Number** \_\_\_\_\_ Faculty \_\_\_\_\_

Programme Title \_\_\_\_\_ Programme Code \_\_\_\_\_ Year/Level \_\_\_\_\_

**Please check that the modules you are replacing are in the same session, same credits and are a valid change for your programme of study.**

I wish to change the following module(s):

FROM		TO	
Module Title		Module Title	
Module Code		Module Code	
Credit Value		Credit Value	
		Approval/ Confirmation of Module Leader	

FROM		TO	
Module Title		Module Title	
Module Code		Module Code	
Credit Value		Credit Value	
		Approval/ Confirmation of Module Leader	

All transfers must be notified on this form.

**Signature of Student** \_\_\_\_\_ **Date** \_\_\_\_\_

**OFFICE USE ONLY**

Is this a valid change within the student's profile?	
Check Credits and Sessions	SAP updated
Confirmation to Student, Accepting Module Leader and Releasing Module Leader	

Associate Dean (Academic) or nominee		Date	
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