

**University of Manchester  
School of Computer Science**

**REQUEST TO CHANGE DEGREE PROGRAMME**

**YOU SHOULD COMPLETE SECTION A ONLY AND TAKE THIS FORM TO YOUR YEAR TUTOR FOR APPROVAL.**

**SECTION A – STUDENT DETAILS**

NAME: *(Please use block capitals)* \_\_\_\_\_

ID NO. \_\_\_\_\_

TIER 4 VISA: YES / NO *(Please circle)*

If you have a Tier 4 visa please read the guidance online regarding course changes: <http://www.studentsupport.manchester.ac.uk/immigration-and-visas/during-your-studies/changes/> and contact the visa team for advice on your visa **before** completing this form

EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TODAY'S DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

YEAR:            1 / 2 / 3 / 4 *(Please circle)*

**CURRENT DEGREE PROGRAMME** \_\_\_\_\_

**NEW DEGREE PROGRAMME NAME:** \_\_\_\_\_

**SECTION B - APPROVAL**

You must arrange to meet the appropriate year tutor to discuss this change and determine whether the change is possible and, if so, to effect the change. No change can take place without such a meeting. Take this form with you to this meeting.

YEAR TUTOR (signature): \_\_\_\_\_ Date: \_\_\_\_\_

For changes onto the 'with IE' programme this form must be taken to the placement office (see Mabel Yau in LF26) for the 'with IE' tutor's approval.

WITH IE TUTOR (signature): \_\_\_\_\_ Date: \_\_\_\_\_

For changes onto the MEng programme this form must be taken to Graham Riley for approval.

MENG TUTOR (signature): \_\_\_\_\_ Date: \_\_\_\_\_

YEAR	Computer Science Year Tutors	Room
CM All Years	Dr Andrea Schalk (andrea.schalk@manchester.ac.uk)	2.34
1	Sean Bechhofer (sean.bechhofer@manchester.ac.uk)	2.14
2	Duncan Hull (Duncan.Hull@manchester.ac.uk)	LF25
3	Dr Tim Morris (tim.morris@manchester.ac.uk)	2.107
'with IE'	Duncan Hull (Duncan.Hull@manchester.ac.uk)	LF25
Year 4 MEng	Graham Riley (graham.riley@manchester.ac.uk)	IT412