

**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)	2.52
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)	IT415