

## UGT/PGT Disclaimer

When you enrol as a student of the University, your study and time with us will be governed by our terms and conditions, Handbook of Regulations and associated policies. It is important that you familiarise yourself with these as you will be asked to agree to them when you join us as a student. You will find a [guide to the key terms here](#), along with the [Student Protection Plan](#).

Although we always try and ensure we deliver our courses as described, sometimes we may have to make changes for the following reasons:

### **Changes to a course you have applied for but are not yet enrolled on**

If we propose to make a major change to a course that you are holding an offer for, then we will tell you as soon as possible so that you can decide whether to withdraw your application prior to enrolment. We may occasionally have to withdraw a course you have applied for or combine your programme with another programme if we consider this reasonably necessary to ensure a good student experience, for example if there are not enough applicants. Where this is the case we will notify you as soon as reasonably possible and if you are unhappy with the change we will discuss with you other suitable courses we can transfer your application to. If you do not wish to transfer to another course with us, you may cancel your application and we will refund you any deposits or fees you have paid to us.

### **Changes to your course after you enrol as a student**

#### **Changes to option modules**

Where your course allows you to choose modules from a range of options, we will review these each year and change them to reflect the expertise of our staff, current trends in research and as a result of student feedback or demand for certain modules. We will always ensure that you have an equivalent range of options to that advertised for the course. We will let you know in good time the options available for you to choose for the following year.

#### **Major changes**

We will only make major changes to non-optional modules on a course if it is necessary for us to do so and provided such changes are reasonable. A major change is a change that substantially changes the outcomes, or a significant part of your course, such as the nature of the award or a substantial change to module content, teaching days (part time provision), type of delivery or assessment of the core curriculum. For example, it may be necessary to make a major change to reflect changes in the law or the requirements of the University's regulators or a commissioning or accrediting body. We may also make changes to improve the course in response to student, examiners' or other course evaluators' feedback or to ensure you are being taught current best practice. Major changes may also be necessary because of circumstances outside our reasonable control, such as a key member of staff being unable to teach due to illness, where they have a particular specialism that can't be adequately covered by other members of staff; or due to pandemics, other disasters (such as fire, flood or war) or changes made by the government.

Major changes would usually be made with effect from the next academic year, but may happen sooner in an emergency. We will notify you as soon as possible should we need to make a major change and will consult with affected groups of students and any changes would only be made in accordance with our regulations. If you reasonably believe that the proposed change will cause you detriment or hardship we will, if appropriate, work with you to try to

reduce the adverse effect on you or find an appropriate solution. Where an appropriate solution cannot be found and you let us know before the change takes effect you can cancel your registration and withdraw from the University without liability to the University for any additional tuition fees. We will provide reasonable support to assist you with transferring to another university if you wish to do so and you may be eligible for an exit award depending on how far through your course you are.

In exceptional circumstances, we may, for reasons outside of our control, be forced to discontinue or suspend your course. Where this is the case, a formal exit strategy will be followed in accordance with the student protection plan.

The [Office for Students \(OfS\)](#) is the principal regulator for the University.