### Change of Course

**Person ID/Reg No.:**

**Surname:**

**Forename:**

<table>
<thead>
<tr>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Year/Stage</th>
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Specify whether course should be added or deleted:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Semester</th>
<th>Course Title</th>
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</table>

Authorised by:

Year- Coordinator(UG)/Programme Director(PGT):

Signature of Student:

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**THIS FORM MUST BE RETURNED TO APPROPRIATE SCHOOL/INSTITUTE IMMEDIATELY AFTER COMPLETION. ANY AMMENDMENT MUST BE AUTHORISED BY THE PARENT SCHOOL. FAILURE TO COMPLETE AND RETURN THE FORM MAY RESULT IN EXCLUSION FROM EXAMINATIONS.**

Students should note that the deadline dates for correct course registration for Academic Year 2018/2019 are as follows:

**Deadlines:**

- Semester 1 Registration 2018: Friday 28 September 2018
- Semester 2 Registration 2019: Friday 25 January 2019

Any course change submitted after these dates (end of Week 3) will normally incur a charge of £10.00 per course.

**For School/PGI Office Use Only:**

Banner Updated By: Signature: Date: