

### **ROYAL AGRICULTURAL UNIVERSITY**

### **Proposal for major change(s) to a module(s)**

The following documentation must be appended to this coversheet:

1. A detailed rationale for the change(s), to include comment, when a change to the module assessment regime is being proposed, on the appropriateness of the assessment design, timing (to prevent bunching), weighting and required student effort in relation to the module level and credit weighting and context of the programme.
2. An updated curriculum map\*, module reference sheet(s) and module handbook(s), showing tracked changes.
3. Signed, supporting statements from the Centre Head to which the module(s) belongs and the Programme Manager(s)\*.
4. Evidence of consultation with the External Examiner(s)\* for major changes to underpinning knowledge and/or learning outcomes across all modules, and to assessment(s) that contribute to the final award (whether core or elective).
5. Evidence of consultation with, and notification of, students registered on the programme if affected by the proposed change(s).

\*For elective modules offered across a range of programmes, evidence of consultation should be provided with at least the Programme Manager(s) and External Examiner(s) of the programme(s) from which the elective normally recruits the largest cohort of students.

|  |  |
| --- | --- |
| Module title(s) and code(s) |  |
| Programme title(s) |  |
| Year of revised programme / module commencement,e.g. 2014/15 |  |

I confirm that the proposal has been agreed by relevant academic staff, including appropriate elective module leaders, and students (if appropriate), and can confirm that library and other resources are available to support the revised programme.

**□** *please tick box*

**\*I confirm that the proposed changes to the module/s have been duly considered and reflected on the amended curriculum map**

**Signed……………………….. Date…………………………...**

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| ***Revised sheet submitted to AQSC on:*** | | | |
| **Module Name:** | | **Module Number:** | |
|  | **Previously:** | | **Now:** |
| Module Leader: |  | |  |
| Centre which owns module: |  | |  |
| Programme(s) to which module belongs: |  | |  |
| Module Credits: |  | |  |
| Pre-requisites: |  | |  |
| Contact Hours within study time: |  | |  |
| Teaching Period: |  | |  |
| Changes effective as of (e.g. 2014, 2015/16) |  | |  |
| Module Content: |  | |  |
| Module Outcomes: |  | |  |
| **Assessment:** |  | |  |
| Coursework ***(include description and weighting/s)*** |  | |  |
| Examination ***(include description and weighting/s)*** |  | |  |
| ***For QSU office use only:*** | | | |
| Updated module reference sheet sent to Registry/  Marketing for website: | Enter date: | | Comments |
| Updated module reference sheet entered on validation database | Enter date: | | Comments |
| **Any further action/comments:** | | | |