Notifying Prospective Students about Significant Changes to Programmes

Where proposed amendments to programmes of study are significant and may impact on prospective students, these changes should be notified to prospective students.

Equality and Diversity statement

City, University of London is committed to promoting equality, diversity and inclusion in all its activities, processes, and culture, under its Public Sector Equality Duties and the Equality Act 2010. This includes promoting equality and diversity for all, irrespective of any protected characteristic, working pattern, family circumstance, socio-economic background, political belief or other irrelevant distinction.

Where relevant to the policy, decision making panels will ensure a reasonable gender balance (with at least one man and one woman) and will actively consider representation of other protected groups.

Summary of Responsibilities

Board of Studies

- Recommends amendments to programmes

Academic Practice, Programmes and Standards Committee

- Approves amendments to programmes of study

Programme Director

- Writes to prospective students to notify them of the changes and the options available to them.
- Notifies the relevant admissions staff so that the records can be updated.

Prospective Students

- Notify the University of the course of action that they would wish to take in the light of the changes.