

Change of Course - FAQ

PLEASE READ BEFORE APPLYING FOR CHANGE OF COURSE



Am I able to change my course?

Students are able to request a change of course whilst studying at ARUL. Requests can be made online on their Additional VLE Services > My Forms > 'Change of Course Form'.

Please make sure that you provide reason as to why you wish to change your course. Wherever we can, we will try to accommodate your request, but please be advised that it may not always be possible.

When can I make my request?

Students can make a request to change course at any time. However, requests made more than three weeks into term, will not be actioned until the following trimester. It is also suggested that students do not change courses in levels 5 and 6 of study as this may cause issues with the student finance allowance.

What are the consequences of changing course?

Students who change course may need to repeat a trimester, or even a year or study, in order to study the relevant modules needed for their new course. This can therefore affect their end date at the university.

I am in my foundation year. Can I make a request?

Students must wait until they complete their foundation year (level three) to request a course change. Changing course is subject to class size restrictions, so please ensure you make your request as soon as you can.

I am in my foundation year and I would like to change to LLB course. Am I able to change course?

If a student is at level three and requesting a course change to our LLB Law programme, they need to wait until they have finished their foundation year (level three). Students must generally achieve an overall average of 60% to qualify for this course change, and should not have had any Assessment Offences. Please note all course change requests to LLB will be dealt with on an individual basis.

I have been given a course with a foundation year. Can this be changed?

Students are allocated either a 3-year degree programme or a 4-year degree programme with foundation year by our Admissions team when they enrol at ARUL. The length of your programme is based on your prior qualifications gained at either level 2 or level 3.

If you have been enrolled onto one of our foundation year programmes, you are unable to change course onto our 3-year programme as you do not have the necessary level three qualifications to begin the course. Likewise, students offered a place to study on a 3-year degree course without foundation cannot request a change to the 4-year degree which includes the foundation.

Can I change my course to evening and weekend?

It may be possible to change your course to our non-standard delivery programme. However, please note that not all programmes and levels run in this pattern. Please make a request and a member of the team can review whether a change would be possible.

Can I change my course from full-time to part-time?

It is possible to change your mode of study, however please be advised this will affect the end date of your programme. Note: Part-time courses are **only offered at postgraduate level.**

Will my student finance be affected if I change my course midway through?

If the length of your course is changed your student finance may be affected as you will be required to pay additional tuition fees. If you have further questions about this, please contact finance@london.aru.ac.uk or the Student Loan's Company.

If you need any further information, please contact the Director of Studies Office
by email: DOS@london.aru.ac.uk