DEPARTMENT OF ECONOMICS & RELATED STUDIES

MODULE CHANGE – REQUEST FORM

Student Name: ...............................................................................................

Student Number: ..............................................................................................

Degree: ..............................................................................................................

Email: ..................................................................................................................

DEADLINE: Friday, 4pm, week 3 of the term the module is taught
(this deadline applies to both registering and / or withdrawing from modules)

I wish to WITHDRAW from: ............................................................................... 
Module No: ....................

I wish to REGISTER for: ....................................................................................
Module No: ....................... 

Tick the box to confirm that you have checked that timetables in all affected terms permit the change:

This form will be returned to you and the request will not be processed if you have not done this.

Today’s Date: ..........................................................

Student Signature: ..........................................................

Hand the COMPLETED form in at the Economics Reception desk or email to econ-ug-enquiries@york.ac.uk

The decision will be communicated to you via your University of York email account (until this time, you should assume that your request has not been granted and you should continue to attend / submit work for / your existing modules)

Please Note: Unfortunately your request will be rejected if there is not sufficient space left on the module, you do not satisfy the pre-requisites or your degree programme does not permit the change.

FOR OFFICE USE ONLY

Administrator processing request
Supervisor Of student
Module Organiser Of new module
Decision: Approved OR Rejected (circle)
Module Organiser Of old module
Date Decision emailed to student
Date decision emailed to staff affected

OFFICE USE

Submitted
Date:
Time:
Admin Initials: