Level	Example of change	Impact on programme (UoS definition)	Impact on the student (CMA definition)	Approval route	Required communications - Current Students	Required communications - Offer Holders	Required communications - Applicants	Required communications - Prospective Students	Other (e.g. Erasmus students/universities)
Module	A change in the assessment methods employed in the module, which do not change the balance of the assessment strategy at the programme level.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	A change to the title of the module.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	Minor typographical amendments/rewording of module profile/presentational issues.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	New module lead.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	Updates to reading lists for students (as part of annual updates).	Minor	Non-material change	N/A	Notify	None	None	None	None
Module	A change in the department(s) responsible for teaching the module.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	A change to the teaching and learning methods which leads to a change in the balance of learning and teaching methods at programme level.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	Individual module aims and learning outcomes (which do not affect overall programme learning outcomes).	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	A substantive change to the syllabus of the module.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	Individual module aims and learning outcomes (which do affect overall programme learning outcomes).	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	Notify	None	None	None
Module	A change to ECTS(CATS) credit weighting that results in a change in learning outcomes of the module.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	A change to ECTS(CATS) credit weighting that results in a change in assessment.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	A change to the assessment methods which leads to a change in the overall balance of the assessment strategy at programme level.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	Change to the contact hours in the module which leads to a change in the balance of teaching/independent study hours at programme level.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	None
Module	Different semester of delivery or order of delivery for modules.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Notify	None	None	None	Notify
Module	Withdraw a module that may be core in a programme elsewhere.	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Consult	Consult	Notify	None	None
Module	A change in the delivery campus of the module (including changes to the location of field trips).	Minor	Material Change	SPC (or Chair's Action for report to SPC)	Consult	Notify	Notify	None	None
Programme	New programme lead.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	None	None	None	None	None
Programme	New exemption from the University's standard progression regulations.	Minor	Non-material change	SPC for agreement and then submission to Programme Regulations Group for approval	Notify	None	None	None	None
Programme	Variation to the University's standard progression regulations because of PSRB requirements.	Minor	Non-material change	SPC for agreement and then submission to Programme Regulations Group for approval	Notify	None	None	None	None
Programme	Module content (i.e. syllabus) of a small number of modules (up to 15 ECTS) that does not affect the learning outcomes of the progamme.	Minor	Non-material change	SPC	None	None	None	None	None

Programme	Repackaging of a small number of modules into modules with different credit value (up to 30 ECTS) for optional modules.	Minor	Non-material change	SPC	Notify	Notify	None	None	None
Programme	Addition of optional placement/study abroad requirement (or equivalent) which would impact the part of the programme which they have already started studying.	Minor	Non-material change	SPC	Notify	N/A	N/A	N/A	N/A
Programme	Changing up to 15 ECTS of option modules from other departments which restricts student choice.	Minor	Non-material change	SPC	Notify	Notify	None	None	None
Programme	Introduction of specific attendance requirements from PSRB (e.g. % class or placement weeks attendance required).	Minor	Non-material change	SPC	Notify	Notify	None	None	None
Programme	Change to accreditation status (gaining accreditation).	Minor	Non-material change	SPC	Notify	Notify	Notify	Notify	None
Programme	Interim exit award titles (as long as no changes to content, aims or learning outcomes).	Minor	Non-material change	SPC	Notify	Notify	Notify	None	None
Programme	Repackaging of a small number of modules into modules with different credit value (up to 15 ECTS) for core/compulsory modules.	Minor	Non-material change	SPC	Notify	Notify	Notify	None	None
Programme	New external examiner.	Minor	Non-material change	SPC (or Chair's Action for report to SPC)	None	None	None	None	None
Programme	Programme title (as long as no changes to content, aims or learning outcomes).	Minor	Material Change	SPC - Report to AQSS	Consult	Consult	Notify	Notify	None
Programme	Removing a specialisation from a programme.	Minor	Material Change	SPC - Report to AQSS	Consult	Consult	Notify	Notify	None
Programme	Adding or withdrawing more than 15 ECTS of option modules at once across the programme (20ECTS for PGT programmes on a 10 credit architecture).	Minor	Material Change	SPC	Consult	Consult	Notify	None	None
Programme	Additional costs (core/compulsory modules) which would impact the part of the programme which they have already started studying.	Minor	Material Change	SPC	Consult	N/A	N/A	N/A	N/A
Programme	Change to the contact hours which leads to a change in the balance of teaching/independent study hours at programme level.	Minor	Material Change	SPC	Consult	Consult	Notify	None	None
Programme	Additional costs for optional modules.	Minor	Material Change	SPC	Notify	Notify	Notify	None	None
Programme	Suspension of a programme.	Minor	Material Change	Changes table SPC - Report to AQSS	Not Possible: The Student Protection plan requires that we will teach out the programme – threfore it is not possible to suspend a programme for current students.	Consult: if there are less than 10 offer holders, but not after January 15 each year. Not possible if there are more than 10 offer holders.	Notify	Notify	None
Programme	Addition of a minor pathway (modification of programme structure to accommodate the minor) which would impact the part of the programme which they have already started studying.	Major	Non-material change	SPC - Report completion of Programme Review process to AQSS	Notify	N/A	N/A	N/A	N/A
Programme	Addition of compulsory placement/study abroad requirement (or equivalent). This would be a new programme to which curent students could transfer to and the old programme is taught out.	Major	Non-material change	SPC - Report completion of Programme Review process to AQSS	Notify	Notify	Notify	Notify	None
Programme	Addition of new mode of attendance e.g. FT or PT with no changes to curriculum.	Major	Non-material change	SPC - Report completion of Programme Review process to AQSS	None	None	None	Notify	None

Programme	Changes to Pre or co-requisites for modules.	Major	Non-material change	SPC	Notify	None	None	None	None
Programme	Significant and cumulative number of minor modifications in one year.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	None	None	None
Programme	Addition of compulsory modules to a programme which would impact the part of the programme which they have already started studying.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	N/A	N/A	N/A	N/A
Programme	Change to length of programme to accommodate PSRB requirements (e.g. additional placement weeks required).	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	Notify	None
Programme	Changing core modules to option modules and vice versa (reassigning more than 15 ECTS of modules across levels) (20ECTS for PGT programmes on a 10 credit architecture) which would impact the part of the programme which they have already started studying.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	None	None
Programme	Introduction of exit awards.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	None	None
Programme	Programme aims and intended learning outcomes (i.e. changing meaning not just small amount of rewording).	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	None	None
Programme	Removal of placement/study abroad requirement (or equivalent) which would impact the part of the programme which they have already started studying.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	Notify	None
Programme	Significantly changing the balance between core, compulsory and option modules which would impact the part of the programme which they have already started studying.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	None	None
Programme	Overall assessment strategy (for example, removing continuous assessment from core and compulsory modules) which would significantly impact any Part of a programme on which students are already enrolled. (Please note, this may require a new programme code for those current students wishing to transfer to the new assessment strategy and retaining the current programme code to enable teach out of those wishing to remain with current assessment strategy).	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Notify	Notify	None	None
Programme	Change of mode of attendance e.g. FT to PT only or PT to FT only.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Not possible	Not possible	Not possible	Notify	None
Programme	Change to accreditation status (loss of accreditation) which would impact the part of the programme which they have already started studying.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	Notify	None
Programme	Location of delivery (City A to City B only not changes to Southampton based campus location).	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	Notify	None
Programme	Significant change to programme content.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Consult	Consult	Notify	Notify	None
Programme	Mode of delivery (e.g. from face to face to delivering the programme only by distance learning).	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Not possible	Not possible	Notify	Notify	None
Programme	Addition of a new specialisation (aka pathway) on a programme.	Major	Material Change	SPC - Report completion of Programme Review process to AQSS	Notify	Notify	Notify	Notify	None