

Principles for Considering I-Explore Module Switch Requests

In general, module switching is not permitted within the I-Explore programme once the classes have started.

However, the CLCC/I-Explore Steering Group (CISG), or a delegate thereof, may consider a module switching request if the rationale given relates to the following:

- The College's duty of care to its staff and students.
- Minimum Competency Standards. If it is not possible to put in place a reasonable adjustment that will allow the student to meet the minimum competency standards, a module switch can be considered.
- Safeguarding.
- The allocated I-Explore module restricting student choice later in their programme (e.g. BPES and 'With Management' programmes / Year Abroad).

Additional notes:

- Established College policies and procedures should be followed in the first instance, this includes looking for a reasonable adjustment within the allocated module to allow the student to fully participate.
- The final decision on whether to allow or not allow a switch of I-Explore module rests with CISG (or its delegate).
- I-Explore Module switching is subject to availability of other modules, and the feasibility of joining another module after it has started. Students may find that they are restricted in their choice of what module they are able to switch onto.