



## R-42A: Request to Exit Bachelor of Education Programme with an Alternative Award BA in Education Studies

Please complete this form to request to exit from your current programme of study with an alternative award. This form must be submitted to the **Student Enrolment team in Registry** by the relevant semester deadline below.

Please note forms received after the end of term will not, be processed until the Progression and Award Board has taken place.

*Dublin City University is not responsible and shall not be bound by errors in or omissions from this publication; the University reserves the right to revise, amend, alter or delete programmes of study and academic regulations at any time by giving such notice as may be determined by Academic Council in relation to any such change.*

### **Form submission deadline for each Progression and Awards Board in 2020/2021**

Semester 1 Board 2020/21	Monday 30 <sup>th</sup> November 2020
Semester 2 Board 2020/21	Monday 5 <sup>th</sup> April 2021
August Board 2020/21	Monday 12 <sup>th</sup> July 2021
November Board 2020/21	Monday 27 <sup>th</sup> September 2021

### **Student Details**

Student Number:	
Surname:	
First Name:	
Current Programme Code and Title:	
Contact Phone Number:	

### **Alternative Award Request Details**

<b>Requested Award:</b> Please confirm by ticking the box	BA in Education Studies <input type="checkbox"/>
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**Data Protection Notice:** Personal information that you submit to Registry in connection with any service provision will be treated in accordance with the DCU Data Protection Policy, which can be viewed at the following website address: [https://www.dcu.ie/sites/default/files/policy/25\\_-\\_data\\_privacy\\_policy\\_v3.pdf](https://www.dcu.ie/sites/default/files/policy/25_-_data_privacy_policy_v3.pdf)

Revised October 2020

**Student Declaration**

I hereby confirm that I wish to exit the Bachelor of Education programme with an alternative award of BA in Education Studies. I understand that my registration on the Bachelor of Education programme will therefore be cancelled and my registration record and transcript of examination results for year 3 and year 4 will cite BA in Education Studies.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(Student)

**Programme Chairperson Approval**

On behalf of the programme board, I hereby approve this student to exit with the alternative award, pending PAB approval.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(Chairperson)

**University Use Only:**

**Date of Receipt in Registry:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**ITS Registration Changed:**  **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 **V Drive updated**  
 **Hold for PAB Approval**

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