There are specific credit requirements for your degree:

Level 1 – You are expected to take only 120 level 1 (first-year) credits in your degree. FCH students are allowed to take up to 180 level 1 credits in their degree, but the additional 60 is primarily to allow subject changes in stage (year) two.

Level 2 – There are no maximum or minimum requirements for level 2 modules.

Level 3 – You are expected to take 120 level 3 (final year) credits in your degree. A degree can be awarded, however, with a minimum of 90 credits of level 3 modules.

**If you wish to take a module from a level below the stage** (year) you will be in when the module would be taken (e.g. you are a second-year student but would like to take a level 1 module), **you must seek approval from the FCH Director via this form**. Taking level 1 credits in a final year is **not** normally allowed.

It is your responsibility to use this approval process.

You may be removed from a lower-level module if permission has not been granted.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | | Student no. | | | | |
| FCH degree subjects | | Your stage/year for when you intend to take the requested module (tick column) | 1 | 2 | 3 | 4 |
| Requested module code(s) | | Requested module title(s) | | | | |
| Rationale for request |  | | | | | |
| Your signature | | Date of request | | | | |

Return this form to the Peter Chalk Centre Info Point, or email to fch@exeter.ac.uk

|  |  |  |
| --- | --- | --- |
| Approved | By | Date |
| Not approved |

You will be informed of the decision by the FCH Office.