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| ***Maynooth-University-Logo_CMYK_AW*** | **Ollscoil Mhá Nuad**  **Maynooth University** |

**Form No. RC1**

(Version 1, 23rd March 2020)

**Request for curriculum change at module level**

**Principles**: The content, learning outcomes and assessment method for each module are set out annually in the University’s Academic Database. In circumstances where it becomes necessary to significantly alter the academic content, the learning outcomes and method of assessment, such changes require the approval of the University.

This form should be completed only if the changes to a module are of such significance as to alter the focus or learning of the module. Such changes require approval at Department and University level.

Please submit for approval to the Head of Department and then to the Faculty Dean. The Dean should then send it to the Curriculum Office ([curriculum@mu.ie](mailto:curriculum@mu.ie)) which will co-ordinate the approval of the Registrar.

T**he deadline for return of this form to the Curriculum Office is 17.00 Thursday 9th April 2020.**

Note that if you are teaching the same content, but simply moving to remote teaching, no approval is needed.

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| **Module code** | **Curriculum change proposed**  Please give details of the proposed significant changes to content, learning outcomes and assessment. Please add additional rows as needed. |
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|  | **Please sign or type name** | **Date** |
| Requested by: |  |  |
| Approved by Head of Department: |  |  |
| Approved by Faculty Dean: |  |  |
| Approved by Registrar: |  |  |