

# UNIVERSITY OF WARWICK MATHEMATICS DEPARTMENT

## REQUEST TO REGISTER FOR UNUSUAL OPTIONS

Please make sure you have read the guidance overleaf before completing to avoid disappointment.

For options not listed in the Course Regulations, the following information must be completed by the student, agreed by the student's personal tutor, and module leader. This will then be counter-signed by the Director of Undergraduate Studies **after completed forms have been returned to the Undergraduate Office, Mathematics.**

Name of student \_\_\_\_\_ Univ ID \_\_\_\_\_

Degree course \_\_\_\_\_ Year of study \_\_\_\_\_

Personal tutor \_\_\_\_\_

Code and title of optional module \_\_\_\_\_

Normal credit for the module \_\_\_\_\_

Year of study in which module is normally taken \_\_\_\_\_

Prerequisites (if any) \_\_\_\_\_

Examination  
Arrangements

(enter 'X' if taken in same year of study as offered, see note 12 overleaf. If unsure leave blank)

Reasons for taking the option \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I confirm that these arrangements have the agreement of my Department (including Examination Arrangements above if 'A', 'B' or 'C' is entered), and that the student has sufficient background to follow the option.

1. Signature of Module organiser in the teaching Department \_\_\_\_\_ Date \_\_\_\_\_

2. Signature of personal tutor \_\_\_\_\_ Date \_\_\_\_\_

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### OFFICE USE ONLY

Approved:

Approved with Conditions (below):

Not Approved:

Approved subject to 30 CATs level 1 rule:

Comments: \_\_\_\_\_

\_\_\_\_\_

Signature/Stamp of Director of Undergraduate Studies (Maths) \_\_\_\_\_

All modules being taught this year are listed in the University's Module Directory, with their credit in CATS.

You have to obtain the agreement of (1) the **module lecturer**, (2) your **personal tutor**, and (3) the **Director of Undergraduate Studies**. Although you should not assume you can take the module, and should have other options chosen so that you are fulfilling regulations, agreement is usually automatic (an exception would be if the module has a significant overlap with mathematics modules). The student is responsible for returning the completed form to the Undergraduate Office **by the end of Week 2 of the term in which the module is taught in**. You will be e-mailed if there is a problem with permission to take an unusual option. If you do not hear then the option is approved and this will become clear on the online registration.

There are some general rules and conventions to be observed regarding unusual options. These may be summarised as follows:

1. Unusual Options and overcating are allowed only at the discretion of the Director of Undergraduate Studies.
2. A third year student may not take first year List A or List B modules or any other first year module offered by a department in the Science Faculty.
3. Language modules are classed as unusual, but an Unusual Option form for **LL module codes** is not required (acceptance by the Language Centre is sufficient). Language modules from other departments (e.g. Italian or Classics **do need** a form completed).
4. Final year (and 3<sup>rd</sup> year MMath) students are **not permitted** to take beginners Language modules for credit.
5. Once a student has progressed from the first year, they may not take more than 30 CATS of level 1 modules, in total, during their remaining years (including beginner's language modules).
6. First year Science modules taken in Year 2 and first year non-Science modules taken in Year 3 will only be allowed at the discretion of the Director of Undergraduate Studies.
7. List C and List D modules (module codes beginning MA4xx or MA5xx) are unusual for third year BSc. students. To be allowed to take such modules, students must have reached the required standard at the end of their second year to have continued on the four year MMath if they had so wished.
8. A student may not study for credit more than 30 CATS of unusual options from any one department in any one year.
9. A student may not offer for exam a module in which he or she has been examined in a previous year.
10. A student is entitled to study unusual options for credit only on the agreement of the module organiser, the personal tutor and the Director of Undergraduate Studies.
11. No guarantee can be given on avoidance of clashes with other modules in timetabling for unusual options. We advise you not to take unusual options which clash with core maths modules: you might lose credit, since some modules have assessed tests during the lecture period.
12. In the event of unusual options causing unavoidable clashes in the timetabling of exams, special exam arrangements may be arranged, including an exam in the evening.
13. Students following the same course but on different years of study may have different examination papers, where it involves a combination of finalists and second years (including third year of four) on a Summer paper in which the overall number of candidates is greater than twelve and the number of nonfinalists is greater than six; any other combination is granted exemption.

If the unusual option is being taken in its normal year of study enter 'X' in the examination arrangements box overleaf. Otherwise enter letter:

**'A'** if the Examiners' Board for the student's degree course will not require the marks before the date approved by the Senate for the transfer of marks for the year of study in which the option is normally taken;

**'B'** if a separate paper will be set by the teaching department;

**'C'** if the combination of students taking the module does not require a separate paper, it being noted that the teaching department will be required to set a separate paper if this answer is incorrect.