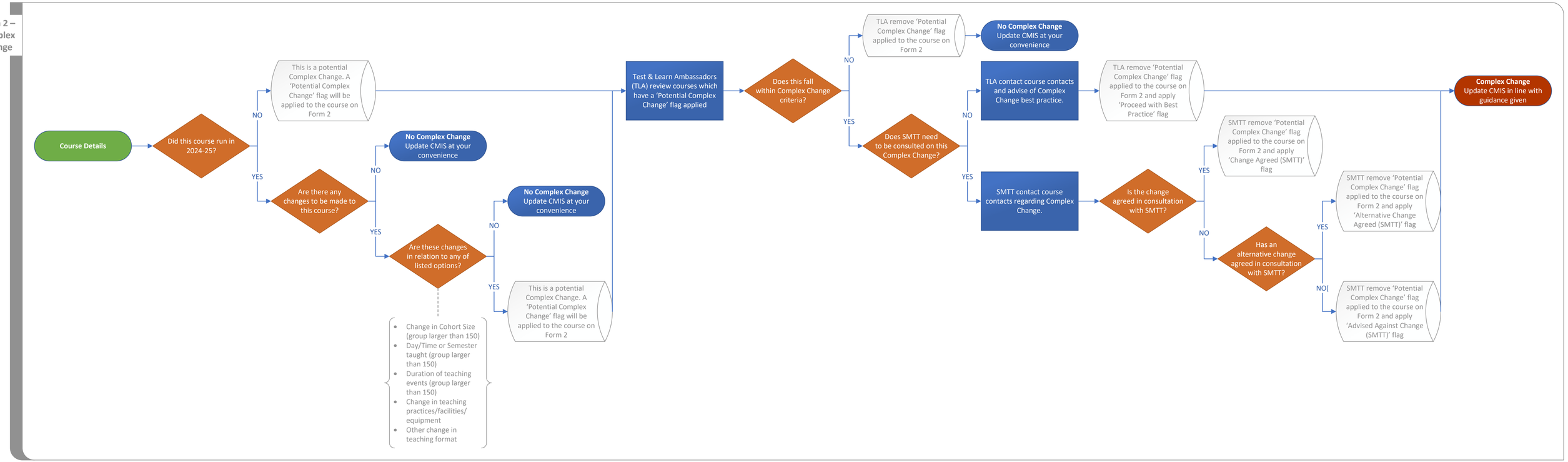
Form 2 – Complex Change
Course Details
Did this course run in 2024-25?
NO
This is a potential Complex Change. A 'Potential Complex Change' flag will be applied to the course on Form 2
YES
Are there any changes to be made to this course?
NO
No Complex Change
Update CMIS at your convenience
YES
Are these changes in relation to any of listed options?
NO
No Complex Change
Update CMIS at your convenience
YES
This is a potential Complex Change. A 'Potential Complex Change' flag will be applied to the course on Form 2
Change in Cohort Size (group larger than 150)
Day/Time or Semester taught (group larger than 150)
Duration of teaching events (group larger than 150)
Change in teaching practices/facilities/ equipment
Other change in teaching format
Test & Learn Ambassadors (TLA) review courses which have a 'Potential Complex Change' flag applied
Does this fall within Complex Change criteria?
NO
TLA remove 'Potential Complex Change' flag applied to the course on Form 2
No Complex Change
Update CMIS at your convenience
YES
Does SMTT need to be consulted on this Complex Change?
NO
TLA contact course contacts and advise of Complex Change best practice.
TLA remove 'Potential Complex Change' flag applied to the course on Form 2 and apply 'Proceed with Best Practice' flag
YES
SMTT contact course contacts regarding Complex Change.
Is the change agreed in consultation with SMTT?
YES
SMTT remove 'Potential Complex Change' flag applied to the course on Form 2 and apply 'Change Agreed (SMTT)' flag
NO
Has an alternative change agreed in consultation with SMTT?
YES
SMTT remove 'Potential Complex Change' flag applied to the course on Form 2 and apply 'Alternative Change Agreed (SMTT)' flag
NO(
SMTT remove 'Potential Complex Change' flag applied to the course on Form 2 and apply 'Advised Against Change (SMTT)' flag
Complex Change
Update CMIS in line with guidance given