

**Application for Variance**

Please note that application for variance from programme teams who are unable to comply with the requirements of the University’s Academic Framework Regulations must first be approved by the applicable Director of School. Following initial discussions with the programme team, the Faculty Registrar, once in receipt of sufficient evidence, will be responsible for submitting the application to the Education Committee, as appropriate.

Applications for variance must meet the criteria outlined in the [Academic Framework Regulations](https://www.ljmu.ac.uk/about-us/public-information/academic-quality-and-regulations/academic-framework) that the variance is a nationally published condition of an accrediting/professional body, without which the programme could not be accredited.

Applications for variance from the regulations governing module size and/or delivery may also cite specific academic conditions, such as subject or disciplinary sector practice. Such claims will need to be evidenced, and ideally supported by an independent third party such as an External Examiner.

Any enquiries about the variance process may be made to Andrew Jarrett, email [A.J.Jarrett@ljmu.ac.uk](mailto:A.J.Jarrett@ljmu.ac.uk).

|  |  |  |
| --- | --- | --- |
| **Programme(s) encompassed within this application.** | | |
| **Award** | **Title** | **SIS Code(s)** |
|  |  |  |
|  |  |  |

*(Please add rows as necessary)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Please outline the details of the variance to be considered** | | | |
| **Variance** | **Please outline details and articulate the rationale for the application for variance(s), including how the variance(s) will impact upon students.** | **PSRB** | **Academic Rationale** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |

*(Please expand the rows as required, and add rows as necessary)*

|  |  |
| --- | --- |
| **If the application is being made based on a published condition(s) of a statutory body, agency or accrediting/professional body, please confirm the full title of the applicable professional, statutory or regulatory body/bodies (PSRB).** | |
|  | |
| **If approved, please state how this variance(s) will be articulated within the “Information about assessment regulations” section of the applicable programme specification(s).** | |
| **Variance** | **Exact wording to appear in programme specification(s)** |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |

*(Please expand the rows as required, and add rows as necessary)*

|  |  |  |
| --- | --- | --- |
| **Sign-off** | | |
|  | **Signature and Name** | **Date** |
| **Director of School** | Name: |  |
| **Faculty Registrar** | Name: |  |

|  |
| --- |
| **Date approved by Education Committee** |
|  |