

TEMPORARY MODULE SUSPENSION FORM
Only to be completed for students on part time courses

Student Details	
Student ID Number	
First Name	
Surname	
Course	

Details of modules to be suspended	
Module Number	Module Name

Date of suspension of module(s)	Expected return date(s)

Reason for suspension (Please detail your reason for suspension – note that students will need to inform their LEA/sponsor of the suspension where applicable)

Student Signature	Date	Head of School/Department signature	Date

FOR DEPARTMENTAL USE ONLY

The student record system been updated
 (in accordance with JUP06 Student Withdrawals, Transfers and Interruptions)

Tuition Fee Amendment form has been submitted (where applicable)

I confirm that the relevant system information has been actioned including updating of unit information

Staff Signature	Date

THIS FORM MUST BE RETAINED ON THE STUDENTS FILE