



Requests to change Tripos

The Tripos system allows students to read a variety of subjects during their time at Cambridge. However, you have been admitted to the University to read the subject for which you applied, and you have no automatic right to change subject, because many subjects require particular qualifications and aptitudes. The College will support and encourage you to take advantage of the flexibility of the Tripos system for those changes which involve little more than a formal change of label (e.g. Computer Sciences for those who come up to read IA Natural Sciences).

On the other hand, you may feel that you wish to make a more significant change, involving a different discipline and Director of Studies. This is a serious step, and before reaching any definite decision, you should take the opportunity to discuss it thoroughly with different people, including your Tutor, your new Director of Studies and your current Director of Studies. The Senior Tutor must approve the move, and give her permission to change subject.

There are a number of reasons why you will need to consult this range of people. It is important to explain to your Tutor why you wish to change course, as there may well be factors you have not thought about fully. You also need to discuss the matter with your current Director of Studies who may point out reasons why another course of action might be preferable; for example, some courses alter in nature substantially after the first year. You also need to consult the Director of Studies of your proposed course to ensure that you understand the nature of that course and what stipulations may be made as a condition of your making the change.

Not all changes of course are permitted by the Statutes and Ordinances of the University, though in some cases special permission may be granted. Normally it is the Senior Tutor who will consult the University Statutes for the relevant regulations to check if there are any problems or requirements at that level and inform you accordingly.

In particular, please remember that timing may be a substantive issue. It may be particularly difficult to change a course mid-year; however, even in Michaelmas Term there may be obstacles. Changing your course in some cases will involve extending your time at University for an additional year. In this case, you must ensure that you understand the additional funding implications in terms of fees and maintenance.

Normally, once you are sure you want to proceed with your request, the Senior Tutor will be informed. The Senior Tutor will discuss with your proposed Director of Studies, the process of assessment. It is normal for the proposed Director of Studies to require a good 2.1 in the end of year examination of your current course. In addition, your ability and interest in the new subject will be assessed. The procedures vary, but you may be asked to submit an essay for assessment, sit a test, or attend a trial week of lectures to ensure that

you match up to the admissions criteria for that course. He/she may contact your present Director of Studies, as well as your Tutor, and you will be expected to provide good evidence that you are well suited to a different subject. The proposed Director of Studies will need to be convinced that you have suitable academic qualifications for the new course, strong motivation and potential; in short, the proposed Director of Studies will consider whether you would have been accepted to that course had you applied in the first instance to that course.

Final permission to change subject requires approval in writing by the Senior Tutor. The Tutorial Office also needs to be informed so that appropriate administrative action is taken