10. Module information & selection

Advice on choosing options and electives, general information on choosing modules, and key contacts for module selection.

10.1. Modules

Modules are the individual units of study which lead to the award of credit (usually 15 or 30 credits for taught modules, 30 credits for undergraduate dissertations/ final projects, 60 credits for postgraduate taught dissertations, and 105 credits for postgraduate research dissertations.) Each degree programme has a programme diet that defines the set of modules that must be taken (referred to compulsory or core), and, in some cases, that may optionally be taken (referred to as optional or elective.)

Compulsory modules are essential to a programme’s core curriculum; optional modules are usually closely related to the programme’s core discipline and provide students with an opportunity to specialise in specialist/ complimentary subject areas; elective modules are usually less closely related to the core discipline, but allow students the opportunity to explore their interests more widely.

Some programmes or years of study do not include optional or elective modules, with all modules being compulsory. Where programmes do include optional or elective choices, these are usually organised into groups which have rules set to define how many credits must or may be taken, whether any selections must be taken in combination or are mutually exclusive, and whether modules have pre-requisite conditions or entry tests.

10.2. Module availability

Modules for Computer Science students

The programme diets for students on Computer Science programmes are set out on the Computer Science Study pages. You should pay attention to the specific rules and requirements for your programme, the modules available to you, and the volume of credit you must or may optionally take from any optional and elective groups.

Modules for Ancillary students (non-Computer Science students)
Ancillary students (i.e. those on a UCL programme at a department other than Computer Science) who wish to select Computer Science modules as optional or elective should refer to their own departments' programme pages for information on which modules are available to them. Ancillary students may only select Computer Science modules that are formally part of their programme's diet. If a module is compulsory for an Ancillary student then they will be guaranteed a place, otherwise places will be allocated subject to remaining availability, the order of priority, the satisfaction of any requisite conditions, and final approval of the Module Leader and Programme Director.

**Modules for Affiliate students (Study Abroad, Erasmus, Exchange)**

Affiliate students (e.g. those on a Study Abroad, Erasmus, or Exchange programme) will be advised of the process for selecting modules by their home department. Modules may need to be selected before enrolment, or after arrival at UCL. Not all modules will be available to Affiliate students, particularly if a module's assessments would take place outside of the student's period of registration. Students should check with the relevant department to ensure they understand any restrictions and conditions.

Further information:

- Computer Science | Study Abroad at UCL
- Module registration for affiliates | UCL Students

10.3. Module selection

10.3.1. Choosing modules for 2021-22

If you need to select optional or elective modules, then you will be able to do so from before the start of the academic year. New students can register for modules once they have completed pre-enrolment. Continuing students can register for modules once they have completed re-enrolment.

You must complete module registration by no later than 15 October 2021, however you are strongly encouraged to complete the process as early as possible.

Further information:

- Pre-enrolment for new students | UCL Students
- Re-enrolment for continuing students | UCL Students
- Module registration | UCL Students

Approval of selections

You can check the approval status of their module selections in the 'My Modules' area on Portico. Decisions will be notified by email when selections are either approved or declined. Where a selection is rejected, you will be informed of the reason for this and asked to select an appropriate alternative module from the programme diet, subject to the usual requisite conditions and approval process.

Change of selections

If you wish to change a module selection, then you must make a request to your home department in the first instance. Any change will be subject to the same requisites, orders of priority, and restrictions as an initial selection and must be approved by the Programme Director and the Module Leader.

Exact deadlines for making changes to module selections will be published each year in the ‘Module Selection Task’ on Portico.
**Verification of selections**

Once the module selection process has been completed, you will be asked to check and confirm that your final module selections, after any changes you have requested, are complete and correct. This is an important step that helps us ensure your academic record is aligned with your studies, that we enter you for the correct assessments, and that the level and volume of credit you have selected is appropriate for your programme of study (and its award requirements.)

**10.3.2. Choosing modules for 2022-23 (continuing students)**

Continuing undergraduate students will have an opportunity to make an initial selection of modules for their next year of study (i.e., for the 2022-23 academic year) at the end of term 2 in 2022, with places being confirmed in the summer 2022.

Further information:

- Portico | UCL
- Section 2: Module Selection | UCL Academic Manual

**10.3.3. Availability and allocation of places**

Each module/module delivery has a fixed upper limit on the number of places available (known as the 'module cap'), based on the department’s teaching capacity and other resource constraints.

You are guaranteed a place on any modules that are compulsory on your programme/year of study. However, places cannot be guaranteed on modules that are optional and elective, as availability will depend on how many places are left once any compulsory places have been assigned (i.e. a module that is optional on your programme may be compulsory on another.) Therefore, places will usually be allocated in the following order of priority:

- Students for whom the module is compulsory (guaranteed a place.)
- Students for whom the module is optional.
- Students for whom the module is elective.

Within those tiers, places will by default be allocated first to Computer Science students and then to non-Computer Science students on a first-come-first-serve basis within each group. If a student selects an optional or elective module that has no capacity remaining, is not formally available to them, or for which they do not satisfy any prerequisites, then their selection will be rejected and the they will be asked to select an alternative module.

All module selections are ultimately subject to approval by the Module Leader and Programme Director.

**10.4. Module information**

*Information about module syllabuses (i.e. their content, learning outcomes, and assessments) and timetabling of synchronous activity.*
A module's syllabus is a summary description of its academic content and how students' learning will be assessed. The syllabus may also include indicative learning outcomes, which describe what skills and knowledge students should be able to demonstrate on successful completion of the module. Students should review the syllabuses for their modules to help them make any optional and elective choices and to help contextualise their learning experience.

Late changes to the assessments for COMP0035, COMP0089, and COMP0130 are currently pending approval and not indicated in the Module Catalogue. If approved, these changes will be notified via the modules' Moodle forums.

Module catalogue

You can access current module syllabuses via the UCL Module Catalogue, which is a comprehensive directory of all modules across the whole of UCL, published in a consistent, searchable and accessible format. The content of syllabuses will vary across departments, but the catalogue aims to give you enough detail to make informed decision about your module selections. Some Computer Science modules have published module introduction videos to help inform module selection.

The UCL Module Catalogue shows module syllabuses for the current academic year from September until after the summer exam period, at which point the catalogue will roll forward to show syllabuses for the next academic year. If you are a continuing student, you can access prior versions of module syllabuses via Portico.

Further information:
- UCL Module Catalogue
- Module introductions | UCL Computer Science

Module deliveries

A module may have multiple deliveries (or versions.) For example, a module have a term 1 delivery and a term 2 delivery, an undergraduate delivery and a postgraduate delivery, an FHEQ Level 6 delivery, and an FHEQ Level 7 delivery. The UCL Module Catalogue entry will show all available deliveries of a module, however students will be enrolled on the delivery that is appropriate for their programme of study.

Notably, a delivery with the code 'U' (e.g. A4U, A5U, A6U, A7U) is available only to undergraduate students and a delivery with code 'P' (e.g. A7P, A8P) is available only to postgraduate students. Where a programme's optional or elective modules show both U and P deliveries, students must only select the version appropriate to their programme.

Module timetable

Students can view module timetables via the UCL Common Timetable, which can be used to generate timetables for individual modules, groups of modules, or for all compulsory and optional modules on a programme/ year of study.

Programme timetables have been designed such that synchronous sessions for compulsory modules will not clash. Sessions for some optional and elective modules on a programme may clash (due to the number of modules we offer and the finite timetabling options available), and therefore not all combinations of modules will be possible. Students must not select optional or elective modules whose sessions clash with those of their compulsory modules or with each other.

Students selecting optional or elective modules should carefully consider the timetable that eventuates from their module selections in terms of workload and clustering, i.e. the balance of credits across the two teaching terms and the pattern of synchronous events in each week.
10.5. Key contacts for module selection

Contacts for approval of module selection and for any issues that arise.

Academic advice on module selection

For academic advice on module selection, for example relating to taking particular combinations of modules, load balancing, or suitability for future specialism, you should contact your Programme Director or Academic Year Coordinator in the first instance. You may also discuss your selection decisions with your Personal Tutor.

If you are selecting modules from other departments, you must seek the permission of their Programme Director in the first instance, who will advise on whether this is allowed and whether you must also seek the permission of the relevant Module Leader in the module’s home department.

Academic advice on specific modules

For advice about a specific module, for example relating to its syllabus, learning outcomes, prerequisite conditions, or self-assessment of suitability, you should contact the Module Leader or general contact, whose contact details are set out in the UCL Module Catalogue.

Administrative advice and troubleshooting

If you experience any issues with making or confirming your module selections, you should contact your Programme Administrator, whose contacts details are set out on the Computer Science Teaching and Learning Contacts page. If you are an affiliate student, you should contact the UG or PGT Affiliate Administrator via cs.affiliates@ucl.ac.uk.