

# Access to HE Diploma Modification Request

All requests for modifications must be considered and approved by Gateway Qualifications before any changes are implemented. Modifications will not be automatically granted. This is to ensure that the proposed modification does not contradict decisions made at validation, that QAA regulatory requirements are met that relate to modifications and to the Access to HE Diploma specification.

Gateway Qualifications will consider requests to modify an Access to HE Diploma through an application process that has deadlines at two points in the year: **30 April** and **15 September**.

## Proposed Modification

<b>Centre</b>	<input type="text"/>		
<b>Title</b>	<input type="text"/>	<b>Code</b>	<input type="text"/>

Please tick all that apply:

- |   |   |
|---|---|
| <input type="checkbox"/> Rules of Combination | <input type="checkbox"/> Remove units     |
| <input type="checkbox"/> Add units            | <input type="checkbox"/> Mode of Delivery |
| <input type="checkbox"/> Other                |   |

## Rationale for Modification

## Modification Details

### Rules of Combination

Please complete the section below indicating the proposed modification.

- Modified Rules of Combination attached.

### Unit amendments

Remove/ Add	Unit no	Title	Level	Graded/ Ungraded	Mandatory/ Optional

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## Other

Please complete the section below detailing any other proposed modification.

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## Consultation and Support

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- Evidence of HEI consultation.  
(required for all modification requests)

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## Centre Authorisation

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This section must be completed for ALL Access Diploma amendments. Electronic signatures accepted.

**Access Co-ordinator**

**Job Title**

**Signature**

**Date**


**Senior Manager  
responsible for Access**

**Job Title**

**Signature**

**Date**


# Access to HE Diploma Modification Request

## Gateway Qualifications use only

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- Form review**
- Form completed fully
  - HEI Consultation provided
  - RoC/Assessment grid attached, where applicable

- Recommendation**
- Minor modification
  - Major modification - revalidation

### Gateway Qualifications Provider delivery check (other providers offering this Diploma):


### Moderator Statement

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- I do support the proposed amendment(s)
- I do not support the proposed amendments for the reasons given above.

Moderator Name

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Date

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### Gateway Qualifications Outcome

- Approved
- Deferred
- Not Approved
- Revalidation

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Authorised by

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Job Title

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Date

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