

SGS Higher Education

HE Student Transfer Arrangements (Home and EU students)

The guidance below explains what to do if you would like to transfer between courses at South Gloucestershire and Stroud College (SGS) or transfer to, or from, another higher education (HE) provider. All HE providers in England are required to publish student transfer arrangements in accordance with the Office for Students Regulatory Framework. Our aim is to help you to find the course that is right for you and enable you to continue on your higher education journey. If you have changed your mind about your course, please contact us as soon as possible as we can help you to:

- Transfer within SGS College from one course to another.
- Transfer your mode of study e.g. move from full-time to part-time.
- Transfer to SGS College from another higher education provider.
- Transfer from SGS College to another higher education provider.

I want to transfer from one SGS degree course to another.

If you are currently an SGS higher education student it may be possible for you to transfer to another course during the same academic year. If this is not possible (e.g. because too much study time has elapsed) we may be able to offer you a place on your chosen course in the next academic year. Please contact us at highereducation@sgscol.ac.uk or call 0117 9092376 to discuss your options.

I want to transfer from full-time study to part-time study (or vice versa).

We understand that sometimes circumstances change which can affect how much time you can commit to your studies. If you would like to discuss changing your mode of study, please contact us at highereducation@sgscol.ac.uk or call 0117 9092376.

I want to transfer to SGS from another college/university.

We are always very pleased to welcome students who want to transfer to us, providing that you are able to meet our transfer criteria. Typically we will need to:

- Check that you fulfil the academic requirements of your chosen course.
- Review your individual circumstances as your prior study or experience may count towards the accredited prior learning (or experience) process. This can help you if you wish to transfer to a different subject area, for example, or if you have had a break in your education.

Please note that you may need to provide a transcript of your current studies. You can request this from your current college/university.

If we are unable to offer you a place immediately, we will do our best to ensure that you are able to join the course at the earliest possible point. Please contact us at

highereducation@sgscol.ac.uk or call 0117 0117 9092376 to discuss your options and help us to support your application.

I want to transfer from SGS to another college/university.

Things change and it may be that you are considering leaving us. If this is the case, please contact us at highereducation@sgscol.ac.uk or call 0117 0117 9092376 so we can provide you with any guidance and additional support. We will be able to supply you with a transcript of your progress on your current course which can be used for any transfer application that you may wish to make. Please be aware that changing course can have implications for your tuition fees, your student support and your visa.

International Students

To ensure compliance with visa requirements, International Students are advised to commence their studies in the academic year following application.

Helpful links:

<https://www.ucas.com/undergraduate/student-life/getting-student-support/changing-or-leaving-your-course>

<https://www.gov.uk/apply-for-student-finance/change-an-application>