

Email Subject - Visit Portico to find out the status of your 2022/23 module selections

Dear student,

You can now visit Portico to find out the status of your module selections.

Please use the link below to login to Portico and visit the **My Studies** section. You will see the modules you selected for the 2022/23 academic year in **My Modules** and their approval status.

[Portico](#)

Module selections require approval from your parent/home department and the module teaching department. If any of your module selections have not yet been reviewed please contact the relevant department for an update on when they might review your selection.

What to do if you did not get a place on your preferred modules

Unfortunately, it is not always possible to ensure all students get a place on their preferred module. If you have been unsuccessful in securing a preferred module you will need to select an alternative.

Selecting an alternative module as soon as possible will give you the best chance of getting a place on your replacement module. Ensure you have read carefully the restrictions and any prerequisite conditions in the [Module Catalogue](#) and have checked for timetable clashes before submitting your module selection. How to Guides and further information is available on our [student website](#).

If the module you wish to select is not visible in Portico it may be that the module is already full. Please contact your parent/home department for more information. Make sure you have read any information you have been provided on the choices available to you.

Once you have selected an alternative module your department will aim to review your place in the coming weeks. Please continue to visit the **My Studies** section in Portico to check the approval status of your selections.

What to do if you have had a module approved but would like to request a change to your modules

In some circumstances it may be possible to request a change to your module selection. We will do our best to support students to make alternative selections where needed. However, please bear in mind that it will be harder to secure your place because all initial allocations are now complete. Not all departments will be able to accommodate changes. Please check with your department.

Please check your timetable

The online timetable will continue to display the 2021/22 timetable until the end of August. In the meantime, you can review the draft 22-23 timetable in Portico until the end of August when it will switch to the 2022/23 timetable.

Please check your 2022/23 timetable regularly until the start of Term 1 as sometimes there may be late changes to timings and this can lead to timetable clashes. Please contact your department if you discover any clashes.

Please visit our [website](#) if you have any questions or contact your parent/home department.

Kind regards
Academic Services