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| **ALTERED DELIVERY PLANS FOR 2021-22 – Common Awards** |

*The purpose of this form is for TEIs to seek approval from Durham University for any proposed and temporary changes to their planned teaching, delivery and support mechanisms for 2021-22 in light of the Covid-19 pandemic. We want to enable TEIs to make any reasonable alterations necessary to cope with the current crisis, while maintaining academic standards and providing appropriate support to students. If you intend to make a permanent change to delivery for the whole of 2021-22 then please use the* [*Curriculum Development process*](https://www.durham.ac.uk/departments/academic/common-awards/policies-processes/curriculum/development/changes-to-a-suite-of-programmes/) *instead.*

*We understand that there are still some uncertainties about what restrictions we might all be facing during the coming academic year, if any. We recognise that you may, as yet, only be making firm plans for the first part of the academic year. Please tell us what you can at this stage, and then let us know if your plans develop over the coming months. We also recognise that some of your plans will be provisional. Again, please tell us what you can at this stage: you might need to say, for instance, that you are planning to offer certain activities online only if social distancing rules continue to prevent it. Finally, we also recognise that your plans may differ for different cohorts, centres, and programmes. Please indicate clearly in your responses below what activity the information provided relates to. If, for instance, approaches may differ for specific modules, terms, centres or block teaching activity, please make this clear.*

*Approval will be needed from the University for any and all altered delivery throughout 2021-22. Please ensure to submit information to the University as future plans emerge.*

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| **TEI:** | Click here and type |
| **Programmes affected:** | Title of Common Awards programmes, e.g. CertHE in Theology, Ministry and Mission; DipHE in Theology, Ministry and Mission; MA in Theology, Ministry and Mission, etc. |
| **Time period affected:** | (specific dates or term(s) you anticipate these plans will cover) |
| **Attached documentation:** | (e.g. tracked changed T3, T4; minutes of TEI Management Committees) |
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| **1. Please indicate which modules are changing:**  *(e.g. altering the delivery of TMM1234, TMM2345 and TMM3456, or altering all Level 5 modules for the ordinand cohort, or altering all modules in the Basingstoke teaching centre)* | |
| Click here and type | |

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| **2a. Please provide a description of the form that any altered delivery will take:**  *(If this involves online delivery, please also include a brief description of what kinds of online delivery you intend to utilise and on what platforms – e.g., shift towards a ‘flipped classroom’ model, placing short pre-recorded videos online, online interaction with material via quiz/forum, increased seminar discussions/small group teaching via videoconferencing, streaming some live lectures).* |
| Click here and type |
| **2b. If you will be making use of online delivery, please provide a description of how you will monitor the quality of this delivery, and how any issues will be flagged and dealt with:** |
| Click here and type |
| **2c. If you will be making use of online delivery, please provide a description of how you will support teaching staff to deliver online:**  *(e.g. say if you have identified specific forms of staff development and training that you can use.)* |
| Click here and type |

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| **3. Please provide a description of new or altered forms of support that will be available for students if they have to study in these ways:**  *You only need to indicate where arrangements will differ from those we have already approved. If, for instance, the personnel involved in offering pastoral support will be the same as normal, and the schedule of meetings the same, and the only difference is that these meetings will now be by phone, you only need to tell us about the change to phones.* | |
| **Teaching staff:**  *(e.g.personnel changes)* | Click here and type |
| **Tutorial support:**  *(include any changes to learning hours)* | Click here and type |
| **Pastoral support:** | Click here and type |
| **Study skills support:** | Click here and type |
| **Administrative support:** | Click here and type |
| **Library resources, other electronic resources:** | Click here and type |
| **Placements:**  *(If not available what alternative options will be offered?)* | Click here and type |

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| **4. Please provide any additional measures you will put in place for students for whom accessing these altered forms of delivery might be difficult (including those with additional needs or disabilities, such as those with hearing or vision difficulties):** |
| Click here and type |

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| **5. Please provide details of any changes to the list of modules you will offer, or any other changes to the programme regulations, in order to respond to Covid-19:**  *If it is simpler to provide an amended T3 (with tracked changes) please do so, and note that here. Please provide the module codes and titles.* |
| Click here and type |

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| **6. Please provide any details of changes to the forms of assessment you will use, or any other changes to the module overview table, in order to respond to Covid-19:**  *If it is simpler to provide an amended T4 (with tracked changes) please do so, and note that here.* |
| Click here and type |

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| **7. Please describe any arrangements you are making to collaborate with other TEIs to help deliver your programme during the crisis:**  *E.g., staff in your TEI might be collaborating with staff in other TEIs to produce shared online resources that each TEI can use in its modules; or you might be planning to send some of your students on modules at another TEI.* |
| Click here and type |

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| **8a. Please provide details of how you have consulted with students as you have developed these plans:** |
| Click here and type |
| **8b. Please provide details of where and how these planned changes will be communicated to existing students:**  *(e.g. TEI website, Student Handbook, letters etc)* |
| Click here and type |
| **8c. Please provide details of how you are informing prospective students about all these changes:**  *(e.g. TEI website, Student Handbook, letters etc)* |
| Click here and type |

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| **9. Please provide details of where and how these changes have been considered and approved within the TEI:** |
| Click here and type |

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| **10. If you have already submitted any curriculum development requests for 2020/21, or were expecting to submit such requests soon, please indicate how the measures outlined above relate to those requests.**  *(E.g., the changes above mean that the addition of TMM3456 in the Basingstoke teaching centre, requested in January, will not now take place until 2021/2; the changes above mean that our planned request to alter the Cert120 programme will not now come to you until May 2021).* |
| Click here and type |

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| **11. Please indicate briefly anything not already mentioned which you would like to draw our attention to:** |
| Click here and type |