found on the web. For example, syllabuses for course units in Management, Finance, Accounting, Modern Languages and Philosophy may be found at the website

http://courses.humanities.manchester.ac.uk/undergraduate

Syllabuses for Physics course units may be found at

http://bluebook.physics.manchester.ac.uk/10_syllabuses/

Syllabuses for Computer Science course units may be found at

http://www.cs.manchester.ac.uk/study/undergraduate/course-information/course-units/

The syllabus for Career Management Skills (CARS20042) may be found at

http://www.careers.manchester.ac.uk/experience/modules/maths/

Syllabuses for course units offered by the Manchester Enterprise Centre may be found at

https://mec.portals.mbs.ac.uk/StudyEnterpriseWithUs/Undergraduateunits.aspx

When choosing your options, it is important to check the syllabuses to ensure that you have taken the pre-requisites for the options you choose in your Third (or Fourth) Year. It is also important to ensure that you take in the Third Year the pre-requisites for course units you may want to take in the Fourth Year of your programme and ensure that the options you choose in the Third Year will give you a wide choice of options in the Fourth Year.

You are strongly advised to discuss your choice of options with your Academic Advisor. Students who are registered for the Honours Degree Programme are also strongly advised to take course units worth 60 credits in each Semester. However, with the prior approval of both your Academic Advisor and the Senior Tutor, you may be allowed to divide your course units unequally between the two semesters.

2.5 HOW TO CHOOSE YOUR OPTIONS

Students must enrol for classes by the end of Welcome Week (that is, by Friday, 19 September 2014). You should select options for the whole year at this stage. You can change your options for each semester up until the end of Week 2. (That is, you have until Friday, 3 October 2014 to change your options for Semester 1 and until Friday, 6 February 2015 to change your options for Semester 2.) Some course units are very popular and fill up very quickly. For this reason, you are strongly advised to enrol early for the course units you want to take.

After the end of Week 2 of each semester, you cannot change your options yourself.
They can only be changed by staff in the Teaching and Learning Office in the School (Room G.202/G.204, Alan Turing Building) and changes will only be made after the end of Week 2 in exceptional circumstances. No changes at all can be made after the end of the teaching semester (12 December 2014 for full year and First Semester course units, and 8 May 2015 for Second Semester course units). The staff in the Teaching and Learning Office will not change your choice of options on My Manchester unless you have permission in writing from the Senior Tutor. You will need to complete a Change of Options Form, available from the Teaching and Learning Office or from the Senior Tutor or from the School’s website:

http://www.maths.manchester.ac.uk/study/undergraduate/information-for-current-students/undergraduateforms/

Students are responsible for ensuring that they are enrolled for the correct course units. They will automatically be entered for any examination relating to a course unit for which they are enrolled. Failure to attend the examination will lead to a mark of zero for the examination. Students must ensure that they are eligible for all the course units for which they are enrolled. (For example, students must check that the course unit they want to do is offered to students on their degree programme, it is at the correct level and it does not lead to a barred combination of course units. They should also check that they have the pre-requisites for it and there are no timetable clashes.)

Students select their options online, by logging into My Manchester at

https://my.manchester.ac.uk.

Click Student Center.

Then click Enroll.

You will need your University username and password to log into My Manchester. If you have forgotten your password or you cannot log in for some other reason, you will be prompted to contact the IT Service Helpdesk. Alternatively you can contact them at the website:

http://www.itservices.manchester.ac.uk/contacts

A comprehensive guide on how to use Campus Solutions (the online student system) to select your course units is available at

http://www.maths.manchester.ac.uk/media/eps/schoolofmathematics/study/undergraduate/informationforcurrentstudents/Guide-to-Course-Unit-Selection-(MATHS).pdf