UNDERGRADUATE EXAMINATION COMMITTEE SCHEDULE FOR SEMESTER 2 RESITS & SEMESTER 3 2019/20

WEEK 6

Mon 29th June
Friday 3rd July
Resit Examination Week

July 2020

WEEK 7

Friday 10th

4.30 p.m. - **ABSOLUTE DEADLINE** for the online submission of marks for all semester 2 resit marksheets.

**ANY MARKS RECEIVED AFTER THIS TIME WILL NOT APPEAR ON STUDENT RECORD PRINTOUTS. THIS MAY HAVE DEVASTATING EFFECTS ON POTENTIAL GRADUATES AND WILL PROLONG UCF AND SEC MEETINGS.**

WEEK 8

Monday 13th

2.00 p.m. – Student Central (Gavin Barber + Ingrid Downie) to mark-up and create the graduating booklet.
2.00 p.m. – Student Central (Sam Clarke) to mark-up and create the Stage II continuing booklet.
2.00 p.m. – Student Central (Nicky Johnson + Bethanie Bhasin) to mark-up and create the Stage I booklet.

Tuesday 14th

Exam committee documentation produced, collated and sorted on Google Drive by Student Central

Weds 15th

Early a.m. – Links to exam committee documentation emailed out by Student Central.

Thursday 16th

**SUBJECT EXAMINATION COMMITTEES** should take place if required.

AM: Student Central / Chair Pre UCF Briefing

2.00pm – DEADLINE FOR THE RETURN OF FORMS M7. These should be uploaded to the appropriate Google folder as soon as possible along with decisions on subject changes and moderated mark sheets following Subject Examination meetings.

Friday 17th

11.00 a.m. – **Undergraduate Confirmation Forum** (consideration of Stage I and continuing students and graduating students). Please ensure representation from every subject.

WEEK 9

Monday 20th

2.30 p.m. – Semester 2 resit results (and Students on ‘Awaiting Results’) released to students.

WEEK 10

Friday 31st

4.30 p.m. - Deadline for Post UCF awards

August 2020

WEEK 10

Friday 14th

End of Semester 3

WEEK 13

Thursday 20th

NOON - **ABSOLUTE DEADLINE** for the online submission of marks for all modules examined in Semester 3.

**ANY MARKS RECEIVED AFTER THIS TIME WILL NOT APPEAR ON STUDENT RECORD PRINTOUTS. THIS MAY HAVE DEVASTATING EFFECTS ON POTENTIAL GRADUATES AND WILL PROLONG UCF AND SEC MEETINGS.**

Friday 21st

10.00 a.m. – Student Central (Gavin Barber + Ingrid Downie) to mark-up and create the Graduating students booklet.
2.00 p.m. – Student Central (Sam Clarke) to mark-up and create the Stage II continuing booklet.
2.00 p.m. – Student Central (Nicky Johnson + Bethanie Bhasin) to mark-up and create the Stage I booklet.

WEEK 14

Monday 24th

Exam committee documentation produced, collated and sorted on Google Drive by Student Central.

Meeting of Mitigating Circumstances Panels to take place (scheduling to be determined by Faculties)

Tuesday 25th

Noon- Links to exam committee documentation emailed out by Student Central.

**SUBJECT EXAMINATION COMMITTEES** (pm) should take place if required.

AM- Student Central/ Chair Pre UCF Briefing.

2.00 p.m. - DEADLINE FOR THE RETURN OF FORMS M7, moderated marksheets and decisions on subject changes to be uploaded to the appropriate Google Drive folder following Subject Examination meetings.

Weds 26th

**SUBJECT EXAMINATION COMMITTEES** (am) should take place if required.
Friday 28th

Monday 31st  Bank Holiday

**September 2020**

Tuesday 1st  Concessionary Day

**WEEK 15**

Weds 2nd  11.00am **Undergraduate Confirmation Forum** (consideration of Stage I and continuing students and graduating students). Please ensure representation from every subject

Thursday 3rd  Semester 3 results released to students.

**WEEK 17**

Thursday 17th  4.30 p.m. – Deadline for Post UCF awards