



06 December 2021



UCD REGISTRY

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Autumn Trimester Exams - Update

This email has been circulated to: *Module Coordinators, School Managers, School Administrators, Heads of Schools, School Heads of Teaching & Learning, School/ College Office Directors, Innovation Academy*

Dear Colleagues,

Some important information, particularly for those who might be affected by COVID-related circumstances and for those attending in-person exams, has been added to the [Student webpages](#).

- Please note that the [exam timetable](#) has now been updated to reflect changes as requested from in-person to online.
- Advice for staff and FAQs, especially around exam hall attendance and exam material collection, have been updated on the [Assessment Staff webpages](#).

For your information, the email below was circulated to students today.

Kind regards,

Karen McHugh

Director of Assessment

06 December 2021



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Clárann UCD

Autumn Trimester exams and COVID-19 IMPORTANT Update

This email has been circulated to: All Students
CC: Student Advisers

Dear Student,

The University has considered carefully the continuing impact of COVID-19 and a number of important decisions have been made that might directly affect you in the coming weeks. There is information below relating to assessments planned for the Autumn trimester main exam session and for those of you who might be affected by COVID-19 related circumstances.

Please read through all the sections below carefully and follow links to familiarise yourself with the information should you need advice or support now or at a later stage. There is a lot of information here for you, so please do allow some time to read through fully. The same [web pages](#) will continue to be updated.

Autumn trimester exam timetable (9-22 Dec)

The [exam timetable](#) has now been updated to reflect changes in delivery from in-person to online, where applicable. Individual timetables have also been updated to reflect these changes. Your seat numbers may also have changed for any in-person exams. Module Coordinators will communicate exact arrangements including start time, duration and method of online assessment directly to you.

COVID-19 and In-Person Exams

For those of you who will be attending in-person exams, a number of additional measures are in place, in line with government advice, to ensure the safety of students and staff in the exam halls. Please see details and FAQs on the [Current Students website](#).

What to do if you are unwell

If you are feeling unwell or displaying [Covid symptoms](#), you must not attend in-person exams. You may be able to still take your online exam depending on the severity of your symptoms. In all circumstances, HSE guidelines should be followed.

If you can't undertake an assessment, you are recommended to complete an [Extenuating Circumstances application](#) as soon as possible but no later than **4 January 2022**. The university has made temporary changes to the process for those of you whose assessment may be impacted at this time. Students will be able to self-certify, however, where possible, details of evidence of your circumstances should be provided (e.g. PCR test results).

For those whose extenuating circumstances applications are approved, an additional assessment option will be provided online in early January, further information on this is available on the [Current Students website](#).

Kind Regards,

Karen McHugh
Director of Assessment
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