# Examinations and Awards Office Schedule 2020/21

## September 2020

**Timetable Week: 4**  
**Teaching Week: n/a**

- *Semester 1 begins 28th September 2020*

## October 2020

**Timetable Week: 5 - 8**  
**Teaching Week: 0 - 2**

- Entry of shared PGT marks in NESS in preparation for Boards of Examiners
- PGT Boards of Examiners (until mid-November). Module results and progress decisions to be entered/released in NESS.

  *On release, module results/decisions and progress decisions will immediately publish for students in NESS and S3P. They will automatically upload to SAP overnight, but transcripts will not be available until 48 working hours after release due to error and audit checking. HEAR documents not released until later.*

- UG students instructed to check personal information and module choices on S3P and confirm changes to modules their school by **23rd October**.

## November 2020

**Timetable Week: 9 - 12**  
**Teaching Week: 3 - 5**

- PGT Boards of Examiners continued…Module results and progress decisions to be entered/released in NESS.
- Deadline for schools to amend module SAP bookings **6th November**
- Deadline for entry of all PGT progress decisions for students graduating in December 2020 **23rd November**.

## December 2020

**Timetable Week: 15**  
**Teaching Week: 8**

- *Graduation Celebration Day – Wednesday 16th December*

## February 2021

**Timetable Week: 22 - 23**  
**Teaching Week: 1 – 2**

- *Semester 2 begins 1st February 2021*
- Students instructed to check Semester 2 module bookings.
### March 2021

**Timetable Week: 24 - 25**  
**Teaching Week: 3 – 4**

- Deadline for changes to Semester 2 module bookings **19th February**.
- Download of student data from SAP for Semester Two Assessment Period Timetable **22nd February**.

**Exams/NUI**

### March 2021

**Timetable Week: 26 - 27**  
**Teaching Week: Buffer - 5**

- Semester 2 pre-scheduling list sent to Schools to provide the assessment type information, and to check the exam list **1st March**.
- Deadline for amendments to pre-scheduling list **10th March**.
- Deadline for moderated, provisional Semester 1 assessment marks to be returned in **NESS 12th March**.

**Exams/Schools**

### March 2021

**Timetable Week: 28 - 29**  
**Teaching Week: 6 - 7**

- Semester 1 Module Moderation Boards or equivalent (e.g. interim Boards of Examiners, Progression Boards etc.) **15th March – 26th March (where applicable)**
- Draft Semester Two Assessment Period Timetable published **18th March**.
- Deadline for release of all Semester 1 module marks **26th March**.
  (Module marks should be released by the School owning the module to all students taking the module, regardless of their programme or owning School).

**Schools**

### March 2021

**Timetable Week: 30**  
**Teaching Week: n/a**

- Final Semester Two Assessment Period Timetable published **29th March**.

**Exams**

### April 2021

**Timetable Week: 34**  
**Teaching Week: 8**

- All Schools to have held Semester 1 Module Moderation Boards (if not already held in March prior to release of Semester 1 module marks) **30th April**.

**Schools**

### May 2021

**Timetable Week: 38 - 40**  
**Teaching Week: n/a**

- Semester 2 Assessment Period **Monday 24th May to Friday 11th June** (including Saturday 22nd May and Saturday 29th May).

### June 2021

**Timetable Week: 40**  
**Teaching Week: n/a**

- Semester 2 Assessment Period continues…(until 11th June)
**July 2021**

**Timetable Week: 42 - 43  Teaching Week: n/a**

- Deadline for entry of shared marks into NESS **23rd June**.
- UG Boards of Examiners **28th June – 2nd July** - Boards using shared marks to be later in the period. (Boards can take place earlier than 28th June if appropriate).

**Schools**

**Timetable Week: 44  Teaching Week: n/a**

- Deadline to release all final year module results/decisions and progress decisions in NESS **6th July**

  It is requested that Schools aim to release all final year module results/decisions and progress decisions before this date. This date should ideally only be used for releasing results/decisions for individuals who were unable to be processed with the main cohort (e.g. students deciding whether to resit or accept a Pass degree).

  It is essential that results/decisions are released as soon as possible after the Exam Board (i.e. within 24 hours) in order to ensure sufficient time for the production of the degree parchments and other essential preparations for graduation events.

  On release, module results/decisions and progress decisions will immediately publish for students in NESS and S3P. They will automatically upload to SAP overnight, but transcripts will not be available until 48 working hours after release due to error and audit checking. Final HEAR documents not released until Congregations Period.

- Deadline to release all non-final year module results/decisions and progress decisions in NESS **9th July**.

  On release, module results/decisions and progress decisions will immediately publish for students in NESS and S3P. They will automatically upload to SAP overnight but transcripts will not be available until 48 working hours after release due to error and audit checking. Interim HEAR documents not released until end of July.

- Entry and release of interim PGT module results and decisions in NESS **9th July**.

  Release of PGT module results will immediately publish for students in NESS and S3P.

**Schools**

**Timetable Week: 45 - 46  Teaching Week: n/a**

- Download of student data from SAP for August Assessment Period Timetable **12th July**

- **Graduate Photography Days - Monday 12th July to Friday 23rd July 2021**

- August exam pre-scheduling list sent to Schools to provide/check the assessment type information, and to check the accuracy of the exam list **16th July**.

  It will be assumed that the format of Semester 2 resits (i.e. 24 hour take-away exam or alternative assessment) will be the same format as used for the Semester 2 Assessment Period, but Schools can amend this on the pre-scheduling list if necessary.

- Deadline for amendment to pre-scheduling list **22nd July**.
### August 2021

**Timetable Week: 47**  
Teaching Week: n/a

- Graduate Photography Events continue…
- Draft August examination timetable published **30th July**. *(No exam date changes should take place after this point, only essential student additions/withdrawals).*

**Exams**

### August 2021

**Timetable Week: 48**  
Teaching Week: n/a

- Final August Assessment Period Timetable published **4th August**.

**Exams**

### September 2021

**Timetable Week: 51 – 52**  
Teaching Week: n/a

- August Examinations - **Monday 23rd August to Friday 3rd September** (including Saturday 28th August)

### September 2021

**Timetable Week: 1 – 2**  
Teaching Week: n/a

- Resit Boards / publication of pass lists.
- Deadline for entry and release of resit module results and progress decisions in NESS **16th September**.

**Schools**

### September 2021

**Timetable Week: 3 - 4**  
Teaching Week: n/a

- Registration for 2021/22

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Last updated: 23 April 2021