

# Examinations and Awards Office Schedule 2021/22

## September 2021

Timetable Week: 3

Teaching Week: n/a

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| <ul style="list-style-type: none"> <li>Semester 1 begins 20th September 2021</li> </ul> |
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## October 2021

Timetable Week: 5 - 6

Teaching Week: 2 - 3

<ul style="list-style-type: none"> <li>Entry of shared PGT marks in NESS in preparation for Boards of Examiners</li> </ul>	Schools
<ul style="list-style-type: none"> <li>PGT Boards of Examiners (until mid-November). Module results and progress decisions to be entered/released in NESS.  <i>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.</i></li> </ul>	Schools
<ul style="list-style-type: none"> <li>UG students instructed to check personal information and module choices on S3P and confirm changes to modules their school by <b>8th October</b></li> </ul>	Exams/Schools
<ul style="list-style-type: none"> <li>Semester 1 off campus resit application opens <b>13th October</b></li> </ul>	Exams
<ul style="list-style-type: none"> <li>Global Opportunities submit list of eligible Study Abroad students for alternative assessment <b>week ending 15th October</b></li> </ul>	Global Opp.

Timetable Week: 7 - 8

Teaching Week: 4 - 5

<ul style="list-style-type: none"> <li><b>Congregations (Singapore - Joint SIT Ceremonies) Thursday 21st October</b></li> </ul>	
<ul style="list-style-type: none"> <li>Deadline for schools to amend module SAP bookings <b>22nd October</b></li> </ul>	Schools
<ul style="list-style-type: none"> <li>Download of student data from SAP for Semester one examination timetable <b>25th October</b>.</li> </ul>	Exams/NUIT
<ul style="list-style-type: none"> <li><b>Congregations (Singapore – NewRIIS PGT Programmes) Online event – 28th October</b></li> </ul>	
<ul style="list-style-type: none"> <li>Semester 1 digital exam form submission deadline <b>29th October</b></li> </ul>	Schools
<ul style="list-style-type: none"> <li><b>Congregations (NUMed) Online event – 30th October</b></li> </ul>	

## November 2021

Timetable Week: 9 - 10

Teaching Week: 6 & Enrichment Week

<ul style="list-style-type: none"> <li>PGT Boards of Examiners continued...Module results and progress decisions to be entered/released in NESS.</li> </ul>	Schools
<ul style="list-style-type: none"> <li>Exam pre-scheduling list sent to Schools to check <b>1st November</b></li> </ul>	Exams/Schools
<ul style="list-style-type: none"> <li>Deadline for amendment to pre-scheduling list <b>5th November</b></li> </ul>	Schools

• <b>Rescheduled Congregations (2020 graduates) Monday 8th November to Saturday 13th November</b>	
• Semester 1 off campus resit exam application deadline <b>10th November</b>	Exams
• Student deadline for the provision of supporting evidence to the Student Health & Wellbeing Service in regard to alternative exam arrangements for Semester 1 <b>12th November</b>	Exams/Schools

Timetable Week: 11 - 12 Teaching Week: 7 – 8

• Draft Semester one examination timetable published <b>week commencing 15th November</b>	Exams
• Deadline for entry of all PGT progress decisions for students graduating in December 2021 <b>17th November</b>	Schools
• <b>Congregation (NUL) 26th November</b>	
• Final examination timetable published <b>week ending 26<sup>th</sup> November</b>	Exams
• Examination timetable for Study Abroad Alternative Assessment Period published <b>week ending 26<sup>th</sup> November</b>	Exams

## December 2021

Timetable Week: 13 - 15 Teaching Week: 9 - 11

• Semester 1 Inpera digital exam deadline (exam questions to be ready in Inpera) <b>29th November</b>	Schools
• Deadline for submission of Semester 1 examination papers ( <i>including for Study Abroad Alternative Assessment Period</i> ) to Exams Office <b>3rd December</b>	Schools
<b>Congregations – Monday 6th December to Friday 10th December</b>	
<b>Study Abroad Alternative Assessment Period – Monday 13<sup>th</sup> December to Friday 17<sup>th</sup> December</b>	

## January 2022

Timetable Week: 19 - 20 Teaching Week: n/a

• Semester 1 Exams <b>Monday 10th January to Friday 21st January</b> (including Saturday 15th January)
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## February 2022

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

• <i>Semester 2 begins 31st January 2022</i>	
• Semester 2 off campus resit application opens <b>31st January</b>	Exams
• Students instructed to check Semester 2 module bookings.	Exams
• Deadline for changes to Semester 2 module bookings <b>11th February</b>	Schools

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

• Download of student data from SAP for Semester two examination timetable <b>14th February</b>	Exams/NUIT
• Exam pre-scheduling list sent to Schools to check <b>18th February</b>	Exams/Schools
• Deadline for moderated, provisional Semester 1 exam marks to be returned in NESS (including Study Abroad alternative assessment marks) <b>18th February</b>	Schools
• Semester 1 Module Moderation Boards or equivalent (e.g. interim Boards of Examiners, Progression Boards etc.) <b>21st February – 4th March</b> (where applicable)	Schools
• Semester 2 off campus resit exam application deadline <b>25th February</b>	Exams

## March 2022

Timetable Week: 26 - 27 Teaching Week: 5 - 6

• Deadline for amendments to pre-scheduling list <b>28th February</b>	Schools
• Semester Two digital exam form submission deadline <b>28th February</b>	Schools
• Deadline for release of all Semester 1 module marks <b>4th March</b> (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
• Draft Semester two examination timetable published <b>week commencing 7th March</b>	Exams
• Student deadline for the provision of supporting evidence to the Student Health & Wellbeing Service in regard to alternative exam arrangements for Semester 2 <b>11th March</b>	Exams/Schools

Timetable Week: 28 - 29 Teaching Week: 7 - 8

• Study Abroad Alternative Assessment Exam Board <b>16th March</b>	Global Opp.
• Final examination timetable published <b>week commencing 21st March</b>	Exams

## April 2022

Timetable Week: 30 - 31 Teaching Week: n/a

• <b>Rescheduled Congregations (2021 graduates) Monday 28th March to Saturday 2nd April</b>	
• Deadline for submission of Semester two exam papers to Exams Office <b>1st April</b>	Schools
• Semester Two Inspira digital exam deadline (exam questions to be ready in Inspira) <b>4th April</b>	Schools

## May 2022

Timetable Week: 37 - 38 Teaching Week: n/a

- Semester 2 Exams:  
**Thursday 19th May to Friday 20 May**  
**Monday 23rd May to Wednesday 1<sup>st</sup> June** (including Saturday 28th May)  
**Monday 6th June to Friday 10th June**  
*(no exams taking place from 2nd - 5<sup>th</sup> June due to extended bank holiday weekend)*

## June 2022

Timetable Week: 39 - 40 Teaching Week: n/a

- Semester 2 Exams continue...(until 10th June)

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

<ul style="list-style-type: none"> <li>Deadline for entry of shared marks into NESS <b>22nd June</b></li> </ul>	Schools
<ul style="list-style-type: none"> <li>UG Boards of Examiners <b>27th June – 1st July</b> - Boards using shared marks to be later in the period. (Boards can take place earlier than 27th June if appropriate).</li> </ul>	Schools

## July 2022

Timetable Week: 44 Teaching Week: n/a

<ul style="list-style-type: none"> <li>Deadline to release all final year module results/decisions and progress decisions in NESS <b>5th July</b>  <b>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).</b>  <b>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 that students' names are included in the congregation brochure, as well as to ensure sufficient time for the production of the degree parchments and other essential preparations for congregations.</b>  <i>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 will be released as soon as possible via Digitary CORE.</i> </li> </ul>	Schools
<ul style="list-style-type: none"> <li>Off campus August application opens <b>5th July</b></li> </ul>	Exams
<ul style="list-style-type: none"> <li>Deadline to release all non-final year module results/decisions and progress decisions in NESS <b>8th July.</b>  <i>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 will be released as soon as possible via Digitary CORE.</i> </li> </ul>	Schools
<ul style="list-style-type: none"> <li>Entry and release of interim PGT module results and decisions in NESS <b>8th July.</b>  <i>Release of PGT module results will immediately publish for students in NESS and S3P.</i> </li> </ul>	Schools

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

<ul style="list-style-type: none"> <li>Download of student data from SAP for August examination timetable <b>11th July</b></li> </ul>	Exams/NUIT
<ul style="list-style-type: none"> <li><b>Congregations – Tuesday 12th July to Tuesday 26th July 2022 (excluding weekends)</b></li> </ul>	
<ul style="list-style-type: none"> <li>August exam pre-scheduling list sent to schools to check accuracy of exam list and published for students to check exam entry <b>15th July</b></li> </ul>	Exams/Schools
<ul style="list-style-type: none"> <li>Off campus resit application deadline <b>18th July</b></li> </ul>	Exams
<ul style="list-style-type: none"> <li>Resit online (Inspera) exam form submission deadline <b>19th July</b></li> </ul>	Schools
<ul style="list-style-type: none"> <li>Deadline for amendment to pre-scheduling list <b>21st July</b></li> </ul>	Schools

Timetable Week: 47 Teaching Week: n/a

<ul style="list-style-type: none"> <li><i>Congregations continue...(until 26th July)</i></li> </ul>	
<ul style="list-style-type: none"> <li>August Inspera digital exam deadline (exam questions to be ready in Inspera) <b>25th July</b></li> </ul>	Schools
<ul style="list-style-type: none"> <li>Deadline for submission of August examination papers <b>29th July</b></li> </ul>	Schools
<ul style="list-style-type: none"> <li>Student deadline for the provision of supporting evidence to the Student Wellbeing Service in regard to alternative exam arrangements for August - <b>29th July</b></li> </ul>	Exams/Schools

## August 2022

Timetable Week: 48 Teaching Week: n/a

<ul style="list-style-type: none"> <li>Draft August examination timetable published <b>1st August</b>. <i>(No exam date changes should take place after this point, only essential student additions/withdrawals).</i></li> </ul>	Exams
<ul style="list-style-type: none"> <li>Final August examination timetable published <b>4th August</b></li> </ul>	Exams

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

<ul style="list-style-type: none"> <li>August Examinations - <b>Monday 22nd August to Friday 2nd September</b> (including Saturday 27th August)</li> </ul>
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## September 2022

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

<ul style="list-style-type: none"> <li>Resit Boards / publication of pass lists</li> </ul>	Schools
<ul style="list-style-type: none"> <li>Deadline for entry and release of resit module results and progress decisions in NESS <b>15th September</b></li> </ul>	Schools