The University of Manchester – Exams FAQs

**IMPORTANT UPDATE TO YOUR ASSESSMENT AND EXAMS 2020**

In light of the coronavirus outbreak there will be no on-campus exams this summer.

We are removing all internal Foundation Year and Year One end of year examinations but will evaluate your progress across the year, and in most instances there will be automatic progression for students into the next year of their programme. There will be no resit exams for these students in August.

For all other undergraduate students, Schools will confirm for each programme whether further assessments are required in order for you to progress in your studies. These may include online, open-book assessments or an alternative form of online assessment such as an essay, report or other task.

For the full update please see [https://studentnews.manchester.ac.uk/2020/03/20/an-important-update-on-changes-to-your-assessment-and-exams/](https://studentnews.manchester.ac.uk/2020/03/20/an-important-update-on-changes-to-your-assessment-and-exams/)

As and when further information is available, these FAQs will be updated as appropriate.

**Q. How can I access past exam papers?**

There is a database of past papers at the following site: [http://documents.manchester.ac.uk/pastexams.aspx](http://documents.manchester.ac.uk/pastexams.aspx).

**Q. When is the exam period? When are my exams?**

The official University exam periods can be found here: [http://documents.manchester.ac.uk/display.aspx?DocID=25410](http://documents.manchester.ac.uk/display.aspx?DocID=25410).

**If a timetable of any description is made available for Summer 2020 (to be confirmed):**

**Q. I have an exam missing from my timetable or have been entered for the wrong exam, what should I do?**

If you find an error, please check the composite list [http://documents.manchester.ac.uk/display.aspx?DocID=10982](http://documents.manchester.ac.uk/display.aspx?DocID=10982) to find out the date, time and location of any exams you have not been entered for.

You must also notify your School/Department of the errors in case you have been incorrectly entered for any exams. Any missing exams will not be added to your timetable at this stage, it is your responsibility to ensure that you make arrangements to obtain details of any exams you need to attend. You will not be allocated a seat number in advance and will instead need to turn up to the exam and inform the invigilator you need to take a spare seat.
Q. What if my exam clashes with a religious day or festival?

The University will make every effort to avoid timetabling assessments on religious days or festivals for those students whose commitment to the observance to their faith would otherwise cause them to miss the assessment. We will not take any notice of casual preferences or social or domestic reasons.

The University has issued policy and guidance about Religious Observance. For full details visit: http://www.regulations.manchester.ac.uk/policy-on-religious-observance-and-guidance-for-students/.

If you have strict religious requirements that may affect your attendance at examinations arranged centrally, you must complete the Examination and Religious Observance form- find out more here: http://documents.manchester.ac.uk/display.aspx?DocID=2013

Q. What are the codes of conduct for examinations?

Find out more here: http://www.exams.manchester.ac.uk/conduct-and-regulations/

Q. What happens if I miss an exam?

What do I do next? Contact your School/Department directly.

What do I do if I have an injury that might affect my exams?

Schools are responsible for determining and arranging alternative arrangements for exams for students with temporary injuries

Q. How do I apply for mitigating circumstances?

Find out here: http://www.studentsupport.manchester.ac.uk/study-support/mitigating-circumstances/

Q. What do I do if I am ill or have personal issues that might affect my exams?

If you want to make an application for mitigating circumstances, contact either your School/Department or the Teaching, Learning and Student Development (TLSD) office.

Q. When will my exam results be published?

Your results are published by your School/Department, you should contact them directly regarding your results and/or results publication date(s)