

The University of Manchester

Examinations and Religious Observance

The University will make every effort, in its timetabling of examinations, to avoid holding examinations on religious days or festivals which occur during examination periods for those students whose commitment to the observance of their faith would otherwise cause them to miss the examination. If this affects you, you must fill in the Examinations and Religious Observance form by the dates given below:

University Examination Period:	Completed form to be returned no later than:
14th – 29th January 2027 17th May – 9th June 2027 16th – 27th August 2027	30th October 2026 5th March 2027 9th July 2027

Every effort will be made to accommodate students' legitimate religious requirements, but the University reserves the right to hold examinations on any days and times during the above periods if alternatives cannot be found. If students do not let us know of their requirements by the dates given above, or if the timetable cannot be adjusted to meet their needs, then they should discuss the matter with their School/Department. It is within the discretion of a School/Department to make an alternative arrangement for the assessment but, normally, students will be required to take the examination when it is next held which may involve an interruption and an extension to the period of study.

We are only able to accommodate the needs of those students whose requirements for particular religious observance is strict. We will not take notice of students expressing casual preferences or putting forward social or domestic reasons. Only students who have strict religious requirements should complete the form. As the major Christian festivals occur during vacations they will be avoided automatically: students do not need to make a special request for us to avoid timetabling examinations at these times.

The University cannot accept responsibility for students being timetabled for examinations at times when their religious requirements make it impossible for them to be present, if they fail to submit a completed form to the Exams Office by the dates given above, or if a reasonable alternative cannot be found. This information about your faith is not given to anyone else, or used for any other purpose.

**TEACHING AND LEARNING DELIVERY
DIRECTORATE FOR THE STUDENT EXPERIENCE**

Surname: _____ Mr/Miss/Ms/Mrs: _____

Other Names: _____ ID Number: _____
(on Student Card)

Term-time address: _____
_____ Postcode _____

Degree Programme and Year: _____

School/Department: _____

I wish the following dates to be avoided: _____

Signed (student): _____ Date: _____

Faith (please specify): _____

Please e-mail a copy of this form to examtimetable@manchester.ac.uk and provide a copy to your School/Department for in-house exams. Upon receipt of your form, an e-mail will be sent to your student e-mail account within 20 working days.

Please ensure that you re-submit a form EACH ACADEMIC YEAR