

Assessment Team Email Contacts

Email Address	Contact this email address for support and guidance on:
grading.support@ucd.ie	Grade Entry Support and Processing, Results Processing, Academic History Record Management, Data and Query Management, Grading-related regulations and policies.
examlogistics@ucd.ie	Exam timetabling, Exams Manager system, Exam question papers, Exam paper archive, Exam incident reports.
invigilation@ucd.ie	Invigilation - recruitment, training, rostering and payments, invigilation-related queries.
aeads@ucd.ie	Disability and temporary exam supports for students, invigilator recruitment for AEADS exams.
externexaminer@ucd.ie	Extern Examiner-related queries, nominations, appointments, annual reports, system access.
acce@ucd.ie	Approval of Intern Examiners for the examination of taught modules, approval of Research Degree Examination Committees (including Special Extern Examiners), approval of nominations for Extern Examiners for Taught Programmes, the award of Research Degrees.
ethesis@ucd.ie	General and technical support for the eThesis Exam System – for staff and students, online submission/processing/tracking of research degree theses.
assessmentpolicy@ucd.ie	Assessment-related regulations and policies queries.