



# UCD REGISTRY

## Clárann UCD

### *Autumn End of Trimester Exams 2023/24*

***This email has been circulated to: All Students***  
***CC: Student Advisers***

Dear Student,

Just ahead of the commencement of the examinations, some final reminders to assist you:

#### **General reminders:**

- Check your [exam timetable](#) to make sure you know [where](#) and when your exam is taking place.
- There are three in-person exam venues; RDS Shelbourne, the Newman Building and the Blackrock Exam Hall. (Note: For the Newman Building report to A105 and your room will be allocated to you).
- Familiarise yourself with UCD's [Examination Regulations](#), in particular relating to [mobile phones, smart watches and other electronic devices](#).
- Past Exam Question Papers are available through [SISWeb](#).
- If exams are postponed due to exceptional reasons, such as adverse weather or a power outage, you will be notified via your UCD connect email address.
- Do not forget that [Support](#) is available to you if you are feeling distressed.

#### **For Online Exams:**

- Know in advance of your online exam who to contact, and how to contact them, if you are encountering any difficulties.
- Review [information](#) on getting ready, setting up, and taking your online exam.
- Prepare your browser/device. Details on how to do this are available on the [UCD IT Services website](#).

#### **For In-Person Exams:**

- Know where you are going and how to get to your exam. Check the [Student Assessment website](#) for directions to the Exam Centres.
- Exam Helpers (in orange t-shirts at the exam venues) and Invigilators are there to help you, follow their advice and directions. Ask them for help if you need it.
- Remember to bring writing implements, any required medications and your UCARD. The use or attempted use of any electronic device that holds, receives or transmits data including but not necessarily limited to mobile phones and smart watches (unless the use of this device is specifically confirmed by UCD Access and Lifelong Learning

through a Needs Assessment prior to the exams) is strictly prohibited during an examination or in the examination hall and is a serious breach of discipline.

- Prior to the exam, check your seat number provided on your SISWeb account for quick access to the exam hall. If you do not have a seat number, ask an Exam Helper (in orange t-shirts) on arrival who will direct you to a seat. (For students in the Newman Exam Centre, a room/seat will be allocated to you outside of room A105, Newman Building)
- Have any items that you want to leave in the cloakroom ready to hand over to staff before you reach the cloakroom. There is no fee required for the cloakroom. Bags are not allowed in the exam hall and must be left in the cloakroom
- Do not attend an in-person exam if you are displaying **COVID-19** symptoms or other infectious illness symptoms. See the [HSE website](#) on self-isolation and information on the [extenuating circumstances](#) process.

Further information and detailed FAQs can be found on the [Student Assessment website](#).

### **Disability Support and Temporary Exam Supports:**

The temporary exam support application process will close on **Wednesday, 6 December**. Only students who acquire an injury after this deadline will be considered after this date when accompanied by appropriate medical documentation. Students who acquire an injury during the revision week or exam period should also consider applying for Extenuating Circumstances.

Information on accessing [disability support](#) and [temporary exam supports](#) is available on the Access & Lifelong Learning website.

Final results for Autumn Trimester 2023/24 will be released on **Tuesday, 30 January 2024** through your Student SISWeb. For more information, please see the [Student Exam results web page](#).

We wish you every success in your examinations.

Kind Regards,

Karen McHugh  
Director of Assessment  
UCD Assessment



Student Connector



UCD Registry Website

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