



## UCD REGISTRY

### Clárann UCD

#### *Autumn Trimester Examinations*

*This email has been circulated to: Heads of School, Module Coordinators, Module Assistants, University Deans, College Principals, Vice Principals for Teaching & Learning, School Heads of Teaching & Learning, Educational Technologists, Programme Office Directors, Graduate School Managers, Programme Managers, College Administrator, School Administrators (students), Innovation Academy*

**CC:** UCD Registry

Dear Colleagues,

As we look forward to the return to the campus for students and staff, we are preparing for use of the Blackrock Exam Centre (BEC) as soon as possible during the Autumn Trimester and for delivery of both online exams and in-person exams (at the RDS, BEC and Newman Building) during the end-trimester exam period.

Our objective is always to provide a safe environment for students and staff and it will be in line with government advice at the time.

#### **Use of the BEC:**

We will continue to provide up-to-date information and details for anyone interested in using the [BEC during the trimester](#).

#### **Plans for your end trimester exams:**

- Details of your planned assessments should be included in the module descriptor and it can be stated in information provided to students whether any end-trimester exams are planned to be delivered online or in-person.
- Faculty are advised to have contingency plans clearly outlined should it not be possible to deliver the examination as intended. This may change due to the public health context, or other issue, so it is important that students are aware of the plans.
- Module Coordinators who plan to offer in-person end-trimester exams that are classroom based, must contact us when we prepare the exam schedule, so as to avoid scheduling clashes for students.
- A reminder to colleagues to consider offering continuous assessment where this is possible (including for resits) as final decisions on assessment strategies are being made

If an end-trimester exam is required, we will contact our timetabling contacts in each School shortly to confirm if this is planned to be delivered online or in-person. We will endeavour to

try and accommodate all requested preferences for exams to be delivered either online or in-person within the schedule.

**Useful links**

Covid [FAQs](#) on Teaching and Assessment  
[Assessment](#), UCD Registry webp age

Contact for any queries [assessment@ucd.ie](mailto:assessment@ucd.ie)

Kind Regards,

Karen McHugh  
Director of Assessment  
UCD Assessment



[assessment@ucd.ie](mailto:assessment@ucd.ie)



[UCD Registry Website](#)

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