

Student Guide to Undergraduate Semester 2 Examinations

This Guide is designed for Undergraduate Students who will be taking Examinations in April and May 2020. The guide supplements previously circulated information available at <https://www.hw.ac.uk/students/studies/examinations.htm>

What is happening with Undergraduate Semester 2 Exams?

Heriot-Watt University has taken the decision to cancel the majority of its Semester 2 examinations. Originally a total of 1054 examinations were due to run. Of these 937 (or 88.9%) have been cancelled.

There will be no Semester 2 examinations for Year 1 and Year 2 undergraduate students (year 1 in Malaysia). Some examinations will still run for Years 3, 4 and 5 students (years 2, 3 and 4 in Malaysia).

Why are some examinations still running?

Some of our students will still have examinations. This may be for one of two reasons. First, professional bodies which accredit some of our degrees judge they are desirable. Second, academic staff within our Schools judge they will give the necessary assurance that particular learning outcomes have been met and that the academic standards of our awards can be maintained.

If I still have an examination, should I take it?

Yes. It is important to give you the chance to demonstrate what you have learned, bearing in mind that many students improve their overall mark as a result of summer examinations.

What will the exam be like?

For Semester 2 exams being held, the format of the examination will be a 'take home' exam rather than the standard unseen exam. General guidance on what to expect from a 'take-home' exam has been published at <https://www.hw.ac.uk/students/studies/examinations.htm>

What if I am unable to take the examination?

If, due to exceptional circumstances (e.g. illness) you are not able to take the exam on the published date, you will be able to submit a case for mitigating circumstances. Advice on how to apply for mitigating circumstance will be published soon.

What if I have a technical problem on the day of the exam?

There will be a dedicated exam support service available through AskHWU on the Student Portal during the 24-hour exam period, and you should contact them if you have problems during the exam period, for example problems accessing or uploading the exam paper. Contact details for the exam support service will be provided in the Technical Guide, which will be the next Student Guide to be published.

What if I usually receive additional support during examinations?

If you are normally granted additional time, you will be able to manage this yourself in the 24 hour period being granted for the exam. For other support issues, our Wellbeing advisers will be in contact with you to discuss your particular needs.

Where I have an examination, how will a decision be taken on my course grades and award or progression?

A Board of Examiners will meet as normal and will take into consideration the impact of the disruption on learning, teaching and assessment / exam on a course by course basis and in reaching their decisions on award and progression.