

# EXAMS

## Where do I start?

Manchester Metropolitan's main exam period for undergraduates is during the month of May. For these, a personalised schedule of exams is published on your MyMMU timetable area in January. Exams or resits at other times of the year will be added to your timetable as they become available. Timetables are subject to change - you need to be available throughout the exam period. See faculty-specific information at [www.mmu.ac.uk/students/exams](http://www.mmu.ac.uk/students/exams).

There are rigorous policies in place specifying what may and may not be brought into the room, assigned seating and other restrictions. You must have your MMU ID card with you when you enter the exam.

Some exams are held at off-campus venues. Please make sure to allow enough time to arrive and settle in prior to the start of your exam.



Visit a Hub if you need assistance



**Student Hub**

[www.mmu.ac.uk/studenthub](http://www.mmu.ac.uk/studenthub)

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## **What are the rules governing exams?**

Manchester Metropolitan has a strict set of regulations for staff and students. A link is provided below. A team of invigilators is there to assist you should have any queries. If you need to speak to an invigilator you will need to raise your hand. You must follow the instruction of the invigilators at all times.

## **Arrival**

Plan to arrive at least 10 minutes prior to your exam. If you are late, you will be allowed into the exam only if you arrive within the first 30 minutes.

## **I had an emergency...**

Manchester Metropolitan has an Exceptional Factors procedure if something unexpected happens. Find a link to the guidance and application form at [www.mmu.ac.uk/students/](http://www.mmu.ac.uk/students/)

## **Resits**

If you do not pass your assessments the first time you may have the chance to do resits of up to 90 credits in August. Check the schedule online carefully. You may have to change your summer plans to meet this obligation.

## **I'm worried about exams—who should I talk to?**

Speak with your Student Support Officer. They are here to assist you with your academic development. Find a list of contacts at your Student Hub or visit [www.mmu.ac.uk/sas/studentservices/student-support-officers.php](http://www.mmu.ac.uk/sas/studentservices/student-support-officers.php)

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**Examination Regulations:** [www.mmu.ac.uk/academic/casqe/regulations/assessment/docs/exam-regs.pdf](http://www.mmu.ac.uk/academic/casqe/regulations/assessment/docs/exam-regs.pdf)

**Student Guide to Re-Assessments and Appeals:** [www.mmu.ac.uk/students/assessments](http://www.mmu.ac.uk/students/assessments)

*Please remember this is only an overview.  
For the most complete and up to date information  
speak with an Advisor at your nearest Student Hub.*