UNIVERSITY OF CAMBRIDGE

Student Registry

Exam Results and Class Lists – A Guide for Colleges

Contents

Introduction

Student assessment outcomes occur throughout the year, although the majority appear at the end of each academic year in the Easter term. Assessment outcomes: both the Class and Paper marks are generally published together but occasionally the overall Class (or pass/fail) is published prior to the individual paper/module marks.

For students commencing their studies from October 2020, the University will be awarding a single cumulative class to candidates completing the final Part of a Tripos for their BA degree, this is in addition to the classification of each individual Tripos part. Further information on the Overall Degree Classification can be found here:

https://www.student-registry.admin.cam.ac.uk/examinations-further-guidance-staff/class-lists-grade-rosters-and-overall-degree-classification

This guide aims to help colleges understand the how the data is added to CamSIS and offers some suggestions for extracting it for college use.

Timing

Exam	Approx. publication on CamSIS
2nd MB and 2nd Vet MB (first sittings and re-sits)	Termly
Advanced Diploma in Theology and Religious Studies	June
Bachelor of Theology for Ministry (BTh)	June
Executive Master of Business Administration (EMBA)	April
Final MB, Part I	June (October resits)
Final MB, Part II	June (October resits)
Final MB, Part III (Written Exams held in Michaelmas term)	December
Final MB, Part III (Overall)	June
Final Vet, Part I	May
Final Vet, Part II	June (October resits)
Final Vet, Part III	June (September resits)
Master of Advanced Study (MASt)	June
Master of Business Administration (MBA)	October

Master of Education (MEd) (old regs)	November
Master of Finance (MFin)	October
Master of Law & Master of Corporate Law (LLM and MCL)	June
Master of Music (MusM)	July
Master of Philosophy (MPhil)　　(no lists published)	June, July and October
MML certificates and diplomas	June
Postgraduate Certificate in Education (PGCE)	June
Tripos end of year results	June
Overall Degree Classifications	June

All of the lists above are published to Colleges, except the Master of Philosophy (MPhil) and Master of Research (MRes) courses.

Terminology and coding

Phrase	Explanation
Class List	A published list of students' results by examination subject, broken down by class, this is usually Class I, Class II (divided between division i and division ii) and Class III. The type of list (Classed, pass etc) is determined by the regulations for each examination. These are set out in Statutes & Ordinances. The phrase is also used when a list is pass/fail only, or honours pass in the case of lists such as Engineering IIB.
Overall Degree Classification List	A published list of students' overall degree class, divided by class. The following Classes can be awarded: Class I, Class II (undivided), Class II, division i, Class II, division ii and Class III Additionally, where a Tripos allows award of a Class I with distinction in the regulations for its Part II, Exam Boards can award Class I with distinction in the Overall Degree Classing.
Grade Roster	This is a table in CamSIS where result and mark data is recorded, once posted this data becomes visible on the student record. A grade roster is created for every paper where enrolments exist, irrespective of the type of assessment (this means that grade rosters exist for coursework and practicals etc., not just where there is a written exam). In addition to each paper / module having a Grade Roster, there is also a RESULT Grade Roster. This RESULT component is where the overall class / pass is recorded, alongside the overall mark and ranking where supplied. Departments download the grade roster into excel to populate with marks, then upload it back into CamSIS.

List of Successful Candidates	Used where a list is published, but is pass / fail and not broken down into Class. Not commonly used, these are usually still referred to as class lists.
Class List Opt Out	Previously examination results were displayed at the Senate House and published in The Reporter (in print and online). The inclusion of your name was optional, the Opt Out was a facility to decide their publication choice via CamSIS. *No longer used following the result of the ballot on Grace 2 of 29 July 2021 (discontinuation of the public display of class lists) which now prohibits such display or publication.*

Classes in CamSIS are displayed using numeric codes. A full set of codes and their corresponding description is contained in the CamSIS document '**J01 Grading Codes**' found here.

https://www.camsis.cam.ac.uk/technical/camsis-coding-manual

For reference, a compendium of Grades found on CamSIS and their corresponding description is as follows:

CamSIS Code	Description
00	Not Classed (by papers taken)
*1	Class I with Distinction
1	Class I
2	Class II
21	Class II, division 1
22	Class II, division 2
3	Class III
31	Deserved honours
32	Deserved honours (Council)
36	One Ordinary Exam (Council)
38	Two Ordinary Exams (Council)
40	Allowed the Examination
46	Given leave to repeat an exam
47	Excused or exempted from exam
*5	Honours Pass with distinction
5	Honours Pass
50	Declared passed (Examiners)
55	Satisfied Examiners but no Diploma awarded
56	Allowance to the Ordinary B.A. (not for honours)
57	Allowance to the Ordinary B.A.
58	Attained the honours standard
*6	Distinction standard (not for honours)
6	Satisfied Examiners (not for honours)
60	Deemed to have obtained honours following study at MIT
61	Deemed to have obtained honours: Law Paris II
62	Ordinary Pass
63	Deemed to have obtained honours following study at Ecole Centrale Paris
64	Deemed to have obtained honours following study at National University of Singapore
65	Ordinary Pass (not for honours)
66	Deemed to have obtained honours following study at Technical University of Munich
*7	Commendation with Distinction
73	Not Classed (by papers taken) *This is awarded by the Examination Access and Mitigation Committee and not examiners*
*8	Pass with Distinction
#8	Pass with Merit
+8	Pass with Credit
8	Pass
9	Not Classed/No allowance/Failed
99	Cancelled by Court of Discipline
ALP	Allowed Leave to progress
COM	Completed – Used where enrolments of a course of study are spread across more than one term
IP	In Progress
WD	Withdrawn from Examination

Procedure

The list of subject Class List publication dates for the Easter term can be found here:
https://www.cambridgestudents.cam.ac.uk/your-course/examinations/all-students-timetable

Below is the Student Registry procedure detailing how Tripos subject classes and mark data are uploaded to CamSIS and subsequently posted to the record of students.

1.   In Faculty/Department:

   a. Final Examiners meeting occurs, Class List and mark book signed off;
   b. Class and mark information uploaded into CamSIS by Administrator or Chairman via a mechanism called a Grade Roster;
   c. Signed copy of Class List sent to the Student Registry.

2.   Student Registry then performs the following checks:
   a. Checks for discrepancies between the data uploaded and the hard copy list for consistency;
   b. Checks made against student data such as candidates who withdrew, any lists as fails and footnotes applied to record;
   c. Produces the University Class List and checks this against the original, student by student.
   d. Counts number of students in each class within each list/subject;
   e. Checks Examiners who have signed against those appointed;
   f. Undertakes final check on similar names in different classes (Smith, Brown etc).

3.   Once data confirmed, Student Registry
   a. Posts classes to student record.
   b. Updates the date of publication in CamSIS, this allows this CamSIS query to be run: COL_ALL_REC_EXAM_RESULTS
   c. Generates an email to Colleges that contains a txt file containing the results specific to each college to that college's tutorial administration.

4.   College receives the .txt file (showing USN and result code) and is a trigger for colleges to see what classes are now available in CamSIS.

5.   Student Registry then:
   a. Checks mark data for completeness and ensures grade boundary information has been supplied;
   b. Once satisfied, marks are posted to student record;
   c. Sends via email copies of the Class Lists published each day to Colleges

The timeframe for publication is as follows;

If Class List is delivered to Student Registry before 2pm, assuming no queries on list, classes will be posted to student record that day and Class List will be published to Colleges the same day.

If Class List is delivered to Student Registry after 2pm, if it was scheduled to be published that day, then every effort will be made to post results to student record that day and Class List published to

Colleges the same day. If it is scheduled for publication on a subsequent day, then classes will be posted to student record and published on that subsequent day.

With regard to the Overall Degree Classification, there is no scheduled publication date set. As the Part II Examination Boards will determine the overall degree classifications, these should be processed and published shortly after the corresponding Part II classes. An Overall Degree Classification list will be supplied to the Student Registry who will then carry out administrative checks to confirm the information is accurate.

Thus, the Overall Degree Classification will be published on CamSIS on an ad hoc basis once these are confirmed.

Viewing and reporting exam result data

It is possible to view exam result data for a student in CamSIS in a several ways. Below are the two most common ways – screenshots of each are shown in Appendix A;

Option 1:
    (i)   Navigate to 360 Degree View (from main page, top right)
    (ii) Insert student USN / CRS-id / name and search to find your student
    (iii) Click on the 'Student Records' tab and scroll down the page until you come to the 'Term Summary'.
    (iv) Click on the term you want to see exam results for and they will be displayed under the 'Exams' box.

Option 2:
    (i)   Navigate to College Undergrad tutorial (from Main Menu)>Exams>Results/Degrees (this page can also be found under Records & Enrolment>Career and Program Information>Results/Degrees)
    (ii) Insert student USN or name and search to find the student.
    (iii) The first tab (Results) shows Classes by term only
    (iv) The second tab (Marks) shows paper marks by term
    (v) The third tab Prizes) shows any university prizes awarded
    (vi) The fourth tab shows degrees that have been awarded
    (vii) Navigate through these tabs to retrieve the information you need.

It is possible to extract exam result information from CamSIS in a number of ways. The following is a short list of CamSIS queries that colleges may find useful.

Query name	Prompt on	What's shown
SRS_EXAM_RSLTS	Exam term code and Exam code (eg ELT1)	Name, Class, Exam code and College
COL_ALL_REC_EXAM_RESULTS	Exam term code and actual publication date	USN, name, initials, college, exam code and Class for those subjects published on a specific date
COL_ALL_REC_EXAM_RESULTS_ALL	College	All exam results, all terms, all students (not just current)
COL_ALL_REC_EXAM_MARKS	Institution (this is always UCAMB); Exam code; exam term and college code	Per student and exam, class and mark breakdown by exam and term. Multiple rows per student.
COL_UGD_REC_EXAM_MARKS_ALL	Institution (this is always UCAMB) and exam term	All students exam class and mark breakdown by term. Multiple rows per student.
SR_GRADE_BOUNDARIES	Exam term and Exam code	The grade boundaries for that examination.

The Student Registry is aware that where marks are scaled or weighted, some colleges choose to make calculations on the mark information provided to provide percentages etc.
The Student Registry does not endorse this – the information on the student record is that which has been supplied by the Examiners as the final mark set. If colleges choose to make calculations on the marks, then they would not be endorsed by the Student Registry should a third party ask for verification.

Appendix 1

Exam result view on Community>360 Degree View page

Term Summary		Maintain Term Data

UCAMB - University of Cambridge
  UGRD - Undergraduate
    3411 - Easter Term 2021
    3406 - Lent Term 2021
    3401 - Michaelmas Term 2020
    3391 - Easter Term 2020
    3386 - Lent Term 2020
    3381 - Michaelmas Term 2019
    3371 - Easter Term 2019
    3366 - Lent Term 2019
    3361 - Michaelmas Term 2018

Easter Term 2021

Primary Programme: BAH3   BA Degree (Hons 3yrs)

▽ **Exams**

Exam

Exam	Description	Grade 1	Marks	Out Of	Rank	Rank Out Of
LNT3 RESULT-001	Linguistics Tripos, Part IIB (Result)	Class I	280	400	25	40
COVID19 COVID-1098	Explanatory text for COVID19 (Subj Rslt)					
LNT3 5-150	Linguistic theory (Exam)		69.00	100		
LNT3 6-160	Phonetics (Written paper) (Exam)		65.00	100		
LNT3 6/P-165	Practical examination in Phonetics (Prac Ex)					
LNT3 10-200	Semantics and pragmatics (Exam)		71.00	100		
LNT3 DIS-500	Dissertation (Dissertn)		75.00	100		

Exam result view in Records and Enrolment>Career and Programme Informatn>Results/Degrees

(Note, name and college have been erased)

Overall Degree Classification

Results and Degrees Inquiry   x

Results | Marks | Prizes | Degrees

Career: Undergrad   Institution: University of Cambridge

Degree	Confer Date	Academic Degree Status	Completion Term

Overall Degree Classification

Degree	Academic Career	Degree Classification Grade
BA	Undergraduate	Class I

Cancel   Previous tab   Next tab

Results | Marks | Prizes | Degrees

Tripos/Subject

Note; 'Results' tab

Shows Exam term, Exam entry and Class

Total mark and rank where supplied is displayed

USN: 302081231   Jndergrad

Career: Undergrad   **Institution:** University of Cambridge

Results

Details	Term	Subject	Catalogue	Grade 1	FTC Note (1)	FTC Note (2)	FTC Note (3)	Grade 2	FTC Note (4)	FTC Note (5)	FTC Note (6)	Total Mark	Out Of	Rank	Out Of
Details	ET 2014	NST1	RESULT	1										113	564
Details	ET 2013	NST0	RESULT	1								301.000	375.000		

Return to Search   Notify   Previous tab   Next tab

Results | Marks | Prizes | Degrees

Paper/Module

| Results | **Marks** | Prizes | Degrees |

USN: 302081231   Undergrad ▼

Career: Undergrad   **Institution:** University of Cambridge

Details	Term	Subject Area	Catalogue Nbr	Grade Base	Grade Input	Total Mark	Out Of
Details	ET 2014	NST1	CHA	FRE	71.80		100.000
Details	ET 2014	NST1	CHA/01	FRE	CLASS I		
Details	ET 2014	NST1	CHA/02	FRE	22.00		125.000
Details	ET 2014	NST1	CHA/1	FRE	31.20		40.000
Details	ET 2014	NST1	CHA/2	FRE	24.70		40.000
Details	ET 2014	NST1	CHA/R	FRE	15.90		20.000
Details	ET 2014	NST1	MATH	FRE	76.40		100.000
Details	ET 2014	NST1	MATH//	FRE	CLASS I		
Details	ET 2014	NST1	MATH/0	FRE	22.00		166.000
Details	ET 2014	NST1	MATH/1	FRE	33.60		45.450
Details	ET 2014	NST1	MATH/2	FRE	34.70		45.450
Details	ET 2014	NST1	MATH/R	FRE	8.10		9.100
Details	ET 2014	NST1	PSA	FRE	67.70		100.000
Details	ET 2014	NST1	PSA/01	FRE	CLASS 2:1		
Details	ET 2014	NST1	PSA/02	FRE	96.00		201.000

Shows paper entry, marks and marks out of by term and exam part.