

Examination Access and Mitigation Committee

Supplementary guidance

Following the change to teaching and assessment modes implemented by the University from the Easter term 2020 in response to COVID19, the following guidance is offered to students and College staff to assist in any applications for allowances or to disregard terms.

This supplementary guidance should be considered alongside the current published guidance available [here](#), for issues of process, evidence and application.

The published guidance on other business of the Examination Access and Mitigation Committee remains current.

Examination Allowances

Allowed to Progress – Progression between years where assessment is formative	As indicated previously by the Senior Pro-Vice-Chancellor (Education), all students will be allowed to progress onto the next year of study, without an allowance being required. This is the case irrespective of the outcome of any formative assessments, which you are expected to undertake.
Allowed to Progress – Progression between years where assessment is summative	This allowance is only available to students moving between years 1&2 and 2&3. If students are unable to undertake some or all summative assessments, they will require this allowance to allow them to progress. Applications must be made to the EAMC via the student’s College in the usual way.
Allowed to Progress – Progression into a fourth year (Part III or IIB Engineering)	The EAMC cannot put a student in standing for a Part III course (or IIB Engineering) as entry to these requires particular levels of previous academic performance. All it can do is to offer, if the Committee agrees, the relevant academic authority an opinion on whether there are mitigating circumstances which would warrant reconsideration of the case by that authority.
Declared to have deserved honours (DDH)	DDH is only available to final year undergraduates and any other candidates for an honours degree (for example, LLM). If a student is unable to undertake the assessments as first scheduled, then they will be required to undertake them in the second period. Applications for allowances will not be considered where the second assessment period is available and is a viable possibility. If, however, there are cases where a student is unable to undertake assessments in the first sitting, and will continue to be unable to undertake the assessments in the second period, applications can be made. A detailed application is required for these cases, with medical or other evidence.
Reconsideration of an Original Result (where Safety Net has already been applied)	The process for reconsideration of an original result is only available to students who are classed through summative assessment. Current guidance indicates that this is applied where ‘a small part’ of the assessment is affected and that small part is normally around 25%. Whilst the EAMC will continue to consider all applications, the guidance is amended to indicate that ‘small part’ affected would increase to 33% of the total assessment. This takes into account the reduction in modules that some departments have implemented as part of the new modes of assessment as well as the diverse practice across assessment. Other evidence of students’ ability should be provided.

<p>Reconsideration of an Original Result (where Safety Net cannot be applied)</p>	<p>Where a final year undergraduate student was not classed in their second or third year, Boards of Examiners will not be able to apply the safety net and instead are instructed to Class students based on this year's assessment only. If that classification is lower than the Class the student last obtained (for example, in the first year), or, if there are no Classes available in the student's academic record, an application can be made to the EAMC for an allowance. Such an application should include:</p> <ul style="list-style-type: none"> • All marks awarded in their academic history, irrespective of final Class • All supervision reports in their academic history • Any marks on formative assessment • Any supporting evidence provided by their Tutor and DoS • Any medical evidence available. <p>The EAMC will consider this evidence and may conclude that it suggests that the student is capable of achieving a higher class than that awarded. In such circumstances, the EAMC will ask the Board of Examiners to reconsider the case, recommending that the higher class should be awarded based on the student's entire academic record.</p>
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Disregard terms

The current guidance for disregarding terms has been reviewed and remains current. As a brief reminder:

Disregarding terms is primarily for two reasons:

- i. to allow students to intermit their studies and be away from Cambridge for a period of time for reasons of medical or grave cause, or
- ii. to put a student in standing for examinations.

Whilst plans for delivery of teaching and assessment in 2020-21 are still being considered, the University is committed to delivering a high quality student experience in 2020-21. Therefore, any applications to disregard terms due to changes in mode of delivery of teaching and assessment are unlikely to be approved, except in the most exceptional circumstances.