Subject: Autumn Trimester 2024, Examination Timetable Available

Date: Friday, 1 November 2024

This email has been circulated to: *All Students*

CC: Student Advisers

Dear :FORENAME,

The final confirmed Autumn Trimester Exam Timetable is now available on the [UCD Current Students website](#). Your personalised exam timetable will be available soon on your [UCD Connect account](#) (SISWeb).

Exam Venues:
There are five types of exam venues:

1. ***RDS Shelbourne Hall (In-person):***
   Your exam is at the RDS Shelbourne Hall. The start time and duration are listed on your timetable. Your seat numbers will be added to your personal timetable approximately five days before exams begin.
2. ***Blackrock Exam Centre (In-person):***
   Your exam is at Blackrock Exam Centre. The start time and duration are on your timetable. Your seat numbers will be added to your personal timetable approximately five days before exams begin.
3. ***Online:***
   Your exam is online, with a time slot allocated. Specific details (start time, duration, etc.) will come from your Module Coordinator.
4. ***Classroom (In-person or Online):***
   Your exam takes place in a classroom setting. Details like location, start time, and duration will be provided by your Module Coordinator. Seat numbers listed in SISWeb for classroom exams can be ignored.
5. ***Newman Exam Centre A105 (In-person for disability/temporary support):***
   Students with disability or temporary support will take exams in the Newman Building or the Arts Annexe, Hannah Sheehy-Skeffington Building. The venue will be listed as "Newman Exams Office A105" on your timetable. Arrive early for specific room details. Students registered for disability / temporary support must attend the Newman Exam Centre, your supports or an allocated seat will not be available in any other exam venue.

If exams are postponed due to issue like power outages, severe weather or a clash with the general election, you will be notified via your UCD Connect email.

Assessments Not Scheduled:
If any of your modules are not listed on the timetable and you haven't received information from your Module Coordinator, or if you spot a scheduling conflict, contact your School immediately for assistance.

Registration changes made after the timetable is published will not be reflected in personalised timetables. If you have dropped a module, you can ignore the exam listed for that module. IX students and late registrants should approach an exam helper at the venue, who will direct you to the appropriate area for the exam (in-person exams only).

Disability and Temporary Exam Support:
*Details on [disability](#) and [temporary exam support](#) are available on the Access & Lifelong Learning website. The temporary exam support application process opens **Wednesday, 13 November** and closes **Wednesday, 4 December**. Emergency requests after this date require medical documentation. If you experience injury during the revision or exam period, consider applying for [Extenuating Circumstances](#). Students accessing disability support who have not yet confirmed should immediately email disability@ucd.ie*

Useful Resources and Contacts:

- *Past Exam Papers: Available via [SISWeb](#)*
- *[Exam Advice](#) & [Transport Information](#)*
- *Know the UCD [Examination Regulations](#)*
- *Paper-Based MCQ: [Instructions](#)*
- *[Mental Health Support](#): Visit the UCD [Student Advisers website](#)*
- *Extenuating Circumstances Policy: Available on the [UCD website](#)*
- *[Illness Advice](#): Minimise risk during exams*

Thank you for your attention,

Sincerely,
Karen McHugh
Director of Assessment, UCD Registry