

Introduction

University examinations occur throughout the year, and take place Monday to Saturday. The University recognises that the examination timetable may clash with religious observance that restrict work/study. Consequently, the University seeks to minimise these clashes, wherever this is possible, but **cannot guarantee that such clashes will not occur**. If such clashes occur, it might be possible to make alternative arrangements via your College.

Full details of the policy are here: www.cambridgestudents.cam.ac.uk/your-course/examinations

Religious observance

The University will consider applications for a religious observance that usually occurs over a restricted period (e.g. Eid ul Fitr, Shavuot, Pesach, Shivaratri, Vaisakhi). It will not consider applications where observance extends over a significant period of time (e.g. Ramadan), where it is normally expected that daily activities (including examinations) will continue as normal; nor will it consider applications for amendment to the examination timetable to enable a student to make a holy visit.

Registering potential clashes

Complete this form to identify potential days/dates, which might clash with University exams. The University will make every effort to address any clashes when the examination timetable is drafted. However, constraints placed on the timetable might make this impossible and it may therefore be necessary to make alternative arrangements, which will be discussed with your College.

Personal Details

Please fill in all requested details below in **capital letters** only:

Full Name:			
Tripos Subject (including Part) or Masters Course:			
Year of study:		CRSid: (email login)	
College:			

Please indicate below the dates/times that you may be unavailable for examinations:

Date(s)	Reason for request

Deadlines to consider changes to the draft timetable

The completed form must reach the Student Registry before the deadline given below.

University Examination Period	Deadline for receipt of form
Lent term 2022	Monday 18 October 2021
Easter term 2022	Monday 8 November 2021
Medical and Veterinary re-sits (September 2022)	Monday 6 June 2022

The deadline is required to ensure receipt of the information before drafting the timetable. If you submit the form after this deadline, it will not be possible to consider changes to the timetable.

Deadlines to seek alternative examination arrangements

The timetable for Michaelmas term examinations is prepared and so it is not possible to change this. However, we will consider making reasonable alternative examination arrangements if you submit this form **at least ten working days before your first examination.**

Submit completed forms to

Student Registry (Examination Arrangements), Student Registry, Student Service Centre,
New Museums Site, Cambridge, CB2 3PT

or send a scanned and ***signed*** copy of the form to:

exam.arrangements@admin.cam.ac.uk and craig.belcher@admin.cam.ac.uk



Student Declaration

I understand that the University will seek to avoid clashes with festivals of faith that prevent candidates from taking examinations, but that it **cannot guarantee that such clashes will not occur**. If such clashes occur, I understand that it might be possible to make alternative arrangements.

To ensure that your College is aware of your request, please obtain authorisation from your Director of Studies or Tutor.

Student Signature _____ **Date:** _____

College Authorisation

I can confirm that the College supports the above student's request to comply with the requested period(s) of religious observance during the examination period:

College Signature _____ **Date:** _____

College role: _____