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TDAP(HT24)21

**Education Committee**

**Approved at the meeting of Taught Degrees and Awards Panel on 7 May 2024**

**Name of Regulation**

Regulations for the Conduct of University Examinations: Part 13 Mitigating Circumstances: Notices to Examiners

**Brief note about nature of change:** Change in process for MCE submission

**Location of change**

In *Examination Regulations 2023*, [2023-24, Regulations for the Conduct of University Examinations: Part 13 Mitigating Circumstances: Notices to Examiners \(ox.ac.uk\)](#)

**Effective date**

**From Michaelmas term 2024 for all students**

**Detail of change**

Amend regulation as follows, deleted text struck through, new text underlined.

**Mitigating Circumstances: Notices to Examiners**

<sup>1.2</sup>13.2. If a candidate considers that their performance in any part of a University Examination is likely to be or has been affected by circumstances of which the examiners have no knowledge, the candidate shall through ~~the Senior Tutor of their college~~ Student Self Service inform the Registrar of these mitigating circumstances. Where this information is received not later than noon on the day prior to the final meeting of the examiners for the relevant University Examination (where the overall outcome will be finalised) the Registrar shall pass this information on to the chair of the examiners.

**Explanatory Notes**

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Currently colleges must submit Mitigating Circumstances Notices (MCEs) on behalf of their students. The change means that students will now submit their own MCEs. The facility will still exist for submission by college if necessary.