

--	--

Summary

KeydatesCalendarfor 2024

KeyNotes

-
- Examination scheduling is automated

Checklist prior to submitting a request for an

ExamRequestsubmissionbyExamType

Oncampushardcopyexam

Submitting an On campus hard copy exam request

Topic	Selection Options
Duration options	
Venue option	
Exam Conditions –	Any materials allowed
Permitted Materials 7664 re 12 12	No materials allowed

OnlineLearnJCUexam

Submitting an Online LearnJCU exam request

Example Student timetable layout for an Online LearnJCU exam

Timetntor an

Online Respondus exam with Monitor

Submitting an online Respondus exam with Monitor

On-campusOralexam

OncampusPracticalexam

Submitting an on campus Practical exam request

Topic	Selection Options
Condition Option	
Materials Permitted	
Duration options	
Venue option	

Example Student timetable layout for an on campus Practical exam

Timetable heading	Example Information

Importantnotes

-

-

-

-

-

-

-

-

Exam Paper collection

	enabled
	<p>Refresh your browser after <start time> AEST on <exam date> to access your exam.</p> <p>If you have technical issues during your online exam please email exams@jcu.edu.au and include your student ID, subject code, contact number and a brief overview of your issue or call (07) 47814246.</p>

Practice exam

Settings check or other technical assistance

Review of Respondus recordings

Online Exams Technical Support for Students

-
-
-
-

Exams Team Contact Details

ExamDayinformation

-

Good Morning/Afternoon,

This email is to advise that we have received the attached application to defer an already deferred or supplementary exam.

*The delegation to approve these applications is the responsibility of yourself as the Subject Coordinator; and if approved, you are required to request a Special exam from your College Dean. The application and supporting documentation has been reviewed against policy and can confirm the evidence provided **meets policy/does not meet policy**.*

- **Approved application** – you are required to request a Special Exam from the College Dean and you will then need to facilitate the exam and advise the student of the date ~~(7/11/2021)~~ that st a Spe i tA