Academic Services Newsletter

Welcome

This is the fifth edition of the new Academic Services Newsletter, a consolidated source of information that supports all UCL staff managing the student lifecycle. If you know any colleagues who would like to receive these monthly newsletters, or have any new starters on your team, please click here to sign-up. Previous editions are available via the Archive.

Need to Know

2 July: UCL Results Day 2018/19

Learn more about arrangements for publishing results to students

Changes to the Academic Manual 2019/20
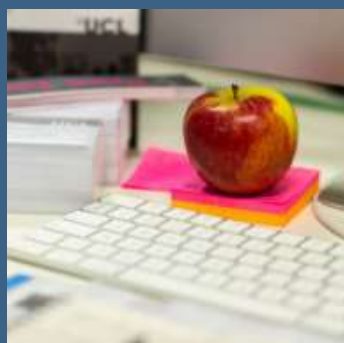
Upcoming changes to the Academic Manual in 2019/20

Student Academic Misconduct Changes 2019/20

Changes to the Student Academic Misconduct Procedures in 2019/20

Core Programme Information 2019/20

Core Programme Information for 2019/20 has now been published

Late Summer Assessments: Updates

Alternative venues, examination adjustment deadlines, and how the LSA works in Moodle

8-19 July: Module Catalogue - final opportunity to update content for 2019/20

Learn more about making changes to module descriptions prior to publication

Enrolment 2019

Dates and times for enrolment in August/September 2019

Module registration is opening soon

Important information about changes for 2019/20

External Examining - Updates

Key updates to the External Examining process, including new FAQs

Key dates and deadlines

2 July	-	UCL Results Day
15 - 17 July	-	Late Summer Assessment (LSA) draft timetable review period
19 July	-	Deadline for the publication of the Late Summer Assessment (LSA) final timetable
29 July	-	Deadline for Late Summer Assessment Period examination adjustments
31 July	-	Entering dates onto Portico for 2018-19 Autumn Boards

COUNTDOWN TO LSA 2019

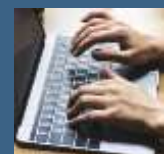COUNTDOWN TO AUTUMN EXAM BOARDS 2019

Events

Supported sessions for 2019/20 programme diets

Scheduled sessions to iron out any issues with 2019 programme diets prior to module registration.

Saturday 6 July: Portico outage between 10:30am-12:30pm

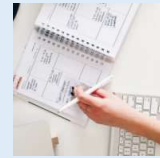Scheduled outage to enable essential maintenance to take place.

Resources and Guidance

New Exam Board support pages now available

Key information and training materials for the new Exam Board processes.

New Intercollegiate Module Sharing Student Policy

New guidance on how student administration is dealt with when UCL students take elective modules at another University of London College or Institute

In Case You Missed It: Student Reference Policy

The policy on providing references for students was updated during 2018-19 to ensure that it is GDPR compliant
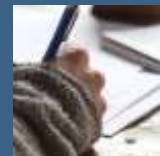
Reminders

Marks Processing in Portico

Online training materials are available to help explain the regulatory changes being rolled out this year

Extended access for undergraduate finalists in LSA period

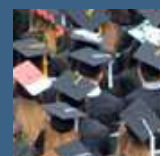Learn more about arranging the right access for your students

Important changes to the submission deadlines for all Programme Amendments

Learn more about Portico access levels for new functionality

Graduation 2019: Academic Procession Registration

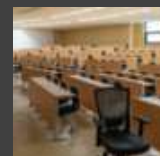Information for academic staff about how to register to be a part of the Platform Party for graduation 2019 ceremonies

Other Useful Information
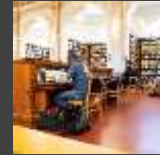**Links to additional online resources that may be of interest**

InEDITA - the Induction, Engagement and Development Initiative for Teaching Administrators

- A comprehensive programme of events and resources to support new and continuing staff at UCL.
- For further information contact the InEDITA Team.

Teaching Administrators Forum

- A forum for UCL teaching administrators to share good practice, seek advice and provide mutual support.
- To join the TA Forum contact the InEDITA Team.

Why am I receiving this?

You are receiving this as you are currently on our Academic Services mailing list, and key updates are being consolidated into this monthly newsletter. If you wish to be removed from the mailing list, please click here.