

# Department of Biological Sciences

## Winter 2020 Deferred and Missed Exams

The deferred exam period for the Winter 2020 semester is May 1<sup>st</sup> to 15<sup>th</sup>, 2020.

Students must remain available until all exam and test obligations have been fulfilled. Travel plans are not an acceptable reason to miss examinations.

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**PLEASE ALLOW 48 HOURS TO RECEIVE THE FACULTY'S DECISION REGARDING YOUR DEFERRED EXAM REQUEST** (If any term work is outstanding this may delay the 48 hour reply as consultation with instructor will be required to aid in our decision). Please check your university email for the decision on your deferred exam application request. Should you not receive your decision within 48 hours, please follow up with our office.

**Given the ongoing COVID-19/Coronavirus situation, all deferred exams will be held online via UM Learn, until further notice. Deferrals must be requested from your Home Faculty. Deferral applications will only be accepted via email and should be sent to Sydney Yelland in the Faculty of Science <Sydney.Yelland@umanitoba.ca>, or sciadv@umanitoba.ca within 48 hours following the scheduled exam day.**

**For general inquiries pertaining to all approved deferrals, please contact Sarah Fortier in the Department of Biological Sciences at Sarah.Fortier@umanitoba.ca.**

Documentation for the application must satisfy the following criteria:

- Specifies that the exam was missed for the reasons noted
- Dates on the documents must cover the date(s) of the missed exams
- Official Documentation, for example: medical certificates, police reports, counselling/treatment letter, obituary, death certificate, legal documents, etc.

**Re-Deferrals** (deferring a scheduled deferred exam) will only be considered on a case-by-case basis. (Undergraduate Programs). If approved, the re-deferral will be scheduled for the next regular sitting of the final exam for the course in question (could be up to a year from the date of the original scheduled exam). Please note that a request for re-deferral may result in the student being denied registration in the current or a future term until all outstanding examination obligations have been completed. Requests to write a deferred exam after the originally scheduled deferred exam has already been written will be denied.