Subject: Coronavirus Update: Thursday 7 May 2020

Dear all,

There are several items of news that have come out of the University this week relating to exams and graduation as follows:

1. ‘Declared to have Deserved’ awards

Detailed information was published on Monday about the ‘Declared to have Deserved Honours’ (DDH) outcome for undergraduate students, as well as the postgraduate equivalents, collectively termed DDM, which will be granted if it is not possible to sit exams remotely. It is stated on the advice page that students may apply for DDH or DDM at any point during Trinity term using the assessment excusal process, although it is also stated it is expected that this should be no later than 14 days after the date of your final assessment. Detailed information including eligibility, application process and recognition can be found at [http://www.ox.ac.uk/students/coronavirus-advice/declared-awards](http://www.ox.ac.uk/students/coronavirus-advice/declared-awards).

2. Mitigating circumstances process adjusted to account for coronavirus

The Mitigating Circumstances Notice for Examiners (MCE) process has been adjusted from Trinity Term 2020 to enable exam boards to directly take into consideration the impact of COVID-19, alongside any individual circumstances a student believes may have impacted on their performance. Students can submit self-certification up to five working days after their final assessment, which will be forwarded to Boards of Examiners for their consideration. Please contact the College Office if you need further details on this or DDH/DDM - [college.office@seh.ox.ac.uk](mailto:college.office@seh.ox.ac.uk).

3. Degree ceremonies update

Further to the decision to cancel degree ceremonies on 2 May and 9 May, all ceremonies in July and August have now been cancelled as a result of the coronavirus pandemic. Students who registered to attend the cancelled ceremonies in person will now have a choice whether to have their degree conferred in absentia, or to attend a degree ceremony at a later date. All students who were due to attend an affected ceremony have now been contacted directly. Once the College has notice of the new dates we will ensure that we put in place all the usual catering and celebratory aspects of the day as per usual. However, please note that students who have already registered to have their degrees conferred in absentia will continue to have their degrees processed in this way. Further information on dates will follow as soon as possible.

4. University Continuation Charge

As usual, the University will be billing students for the University Continuation Charge in Trinity Term 2020, and notifications will shortly be sent to all liable students. However, PGR students who were due to submit their theses by 0th week of Trinity Term but have faced
specific challenges in meeting that deadline because of various issues related to coronavirus will be granted an extension to submit by Friday of 6th Week Trinity Term 2020 (Friday 5 June). If this deadline is met they will not pay the University Continuation Charge for this term. The usual payment deadline has also been extended to Tuesday 26 May. If you have any questions regarding this matter, please contact the Student Fees Team at student.fees@admin.ox.ac.uk.

5. Updates from HR manager for College staff

See a list of interesting ideas of things to do during this ongoing lockdown: https://www.seh.ox.ac.uk/wp-content/uploads/Lockdown-Culture-Club.pdf. In addition, please feel free to join-in with the Wednesday coffee mornings at 11:00 am and the Monday social evening events (contact: mandy.estall@seh.ox.ac.uk). Also, please continue to share your posts and photos with the staff Facebook page: www.facebook.com/groups/sehstaff.

We hope you all have a good Bank Holiday weekend and will be touch next week after the next set of announcements from the Government and from the University.

Best wishes,
Professor Kathy Willis (Principal) & Professor Robert Whittaker (Vice Principal).