



University of East Anglia

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██████████

23 October 2015

Dear ██████████

Freedom of Information Act 2000 – Information request (ref: FOI_15-197)

We have now considered your request of 12 October 2015 for information relating to lost examination scripts. Our response is on page 2 of this letter, together with a copy of your request.

On this occasion it is not possible to provide all the requested information. In line with your rights under section 1(1)(a) of the Act to be informed whether information is held, we confirm that the University does not hold any recorded information relevant to questions 1b and 2e, nor do we hold all information relevant to questions 1a and 2d.

We hope the information we have been able to provide will meet your requirements, however you have the right of appeal against our response. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website: https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Ellen Paterson
Information Policy and Compliance Manager
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_15-197)

1. Lost examination scripts.

For each of the following years: 2015, 2014, 2013, 2012, 2011

- How many University examination scripts were declared lost and what was (were) the title(s) of the examination paper(s) concerned?
- [listed 'c' in original request] What were the circumstances surrounding the loss of the scripts?

| Academic Year | Number of scripts | Circumstances | Module title (to which the examination related) |
|---------------|-------------------|---|---|
| 2014/5 | 1 | [Information not held - s.1(1)(a), Freedom of Information Act] | Actuarial Methods |
| | 4 | | Strategy and Leadership |
| | 1 | | Human Resource Management |
| | 1 | | Modern Art in India |
| 2013/4 | | [Information not held - s.1(1)(a), Freedom of Information Act] | |
| 2012/3 | | | |
| 2011/2 | | | |
| 2010/1 | | | |

2. Resolution

- Were the affected students awarded a mark based on the marks they had received for exams in other subjects and/or marks received for their assessed course work? Please specify.
- Were the affected students required to resit the examination? If so, were they required to resit the same paper or was a new one specially drafted for the situation?
- If neither (a) nor (b) above apply how was the matter resolved?
- Were affected students given a choice as to how the matter would be resolved?
- Were the external examiners consulted and did they agree to the resolution adopted by the University?

| Module title: | a): Awarding of marks | b) Resit requirements | c) Alternative resolution | d) Choice given to students | e) External examiner consultation |
|-------------------------|---|-----------------------|---------------------------|---|---|
| Actuarial Methods | Awarded mark based on their assessed coursework in the module | No | N/A | [Information not held - s.1(1)(a), Freedom of Information Act] | [Information not held - s.1(1)(a), Freedom of Information Act] |
| Strategy and Leadership | Awarded mark based on their assessed coursework | No | N/A | Yes | |

| Module title: | a): Awarding of marks | b) Resit requirements | c) Alternative resolution | d) Choice given to students | e) External examiner consultation |
|---------------------------|---|--|---------------------------|---|-----------------------------------|
| | in the module | | | | |
| Human Resource Management | Awarded mark based on their assessed coursework in the module | No | N/A | [Information not held - s.1(1)(a), Freedom of Information Act] | |
| Modern Art in India | No. see response to question 2b | Yes. Student was required to sit new paper | N/A | | |

3. Compensation

a) *Were affected students offered financial compensation?*

No student was offered financial compensation.

b) *If so, how much compensation was awarded to each student?*

Not applicable.

c) *What losses suffered by affected students was the financial award intended to compensate?*

Not applicable.