



Ngā Ture Whakamātaunga Waiture | Examination Regulations (Unitec)

These Examination Regulations are supplemental to Manukau Institute of Technology and Unitec (MIT and Unitec) – [Student Regulations](#) and [Assessment Policy and Procedure](#). The *Student Regulations* set out the overarching regulations that apply to learning and delivery (teaching, assessment, rangahau and research, and support activities) at MIT and Unitec. The Student Regulations replace Te Kawa Maiororo.

Mō wai me te whānuitanga | Audience and scope

These regulations apply to:

- a) formal examinations held at Unitec and identified in the relevant current programme documentation;
- b) formal examinations which form part of the summative assessment requirements leading to academic credits;
- c) Examiners, Academic Programme Managers, Heads of Schools, Examination Supervisors, Invigilators and ākonga;
- d) all programmes that include formal examinations offered by Unitec.

The Academic Programme Managers are responsible for ensuring compliance with these procedures and associated timeframes.

These regulations are to be read alongside [Student Regulations](#) and other associated policy and procedure.

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1. Pūtake | Purpose

The purpose of these regulations is to govern the way formal examinations are managed at Unitec.

2. Waiture Tauaki | Regulation Statements

Examinations at Unitec adhere to the principles of assessment expressed in the MIT and Unitec [Assessment Policy and Procedure](#) and may include written, oral, digital, and/or practical assessments or events. The examiner(s) (Lecturer/Course Co-ordinator/Academic Programme Manager) decides on the type of examination within the bounds of the programme requirements.

Key principles of these Regulations are:

1. Examinations will be carried out under fair and equitable conditions and ensure academic integrity.
2. Examination assessment materials, whether in print or digital form, will be kept secure and will not be released to ākonga before the examination date.
3. Examinations will be supervised by approved invigilators and will not be carried out by academic staff who are affiliated with the course.
4. Digital examinations will be managed using secure systems.
5. Ākonga will be given clear and consistent instructions regarding the conduct of the examination.
6. Ākonga who require additional learning support will be able to request assistance to ensure they have equitable access to the examination.
7. Examinations will be scheduled and completed in accordance with the published examination timetable.

The Examination Rules, Processes and Procedures listed below apply, as well as the principles above.

3. Nga Ture Whakamātaunga, Tikanga me ngā Hatepe | Examination Rules, Processes, and Procedures

The rules, processes and procedures listed here are necessary for the safe and efficient conduct of examinations and quality assurance at Unitec.

- a) Ākonga are required to follow the requirements for examinations as set out in MIT and Unitec [Student Regulations](#).
- b) Ākonga who fail to follow these requirements will be subject to disciplinary actions described in MIT and Unitec [Student Misconduct Procedures](#).
- c) Examinations set by external agencies will follow the relevant regulations.

Before the start of the Examination period

3.1 Examination types and methods

Examination types and methods are described in MIT and Unitec [Student Regulations](#) (Section

11.94). Students will be notified in advance of the examination of items they are permitted to bring into the examination room.

- b) A check on the items taken into the examination room will be carried out by the invigilator and/or the examiner.

3.2 Examination dates

The setting of examination dates and associated scheduling matters are described in MIT and Unitec [Student](#)

Regulations (Section 11.9). In addition to these the following processes apply:

- a) The Academic Programme Manager is responsible for informing students about course examination dates at least six weeks before the examination.
- b) Dates will be communicated through course information documents and Moodle.
- c) When the final examination dates are entered into the timetable management system, timetable staff will be alerted of any clashes. If a conflict is identified at this stage, it will be resolved before the timetable is published.
- d) The examiner may allow ākonga to sit an examination at a different place and/or a different time within three weeks of the initial examination if the ākonga has made an Assessment Concession application (see MIT and Unitec Student Regulations section 11.5).
- e) The examiner is responsible for setting a different version of the examination questions and ensuring moderation of the examination assessment materials occurs to ensure it meets the required Learning Outcomes for the assessment, in line with the Course Descriptor.
- f) If a different version of the examination cannot be created, a Confidentiality Agreement must be signed by ākonga sitting an identical exam before the time/date specified on the examination timetable.
- g) The examiner negotiates invigilation services for these with the Examination Office.

3.3 Room bookings

The Examinations Office determines room bookings in consultation with the Timetabling Office and the Academic Programme Manager, confirming how many ākonga there are for each examination. Room booking requests must be made to Timetabling at least two months before examination dates.

3.4 Examination requirements:

- a) Information about the examination type and requirements will be communicated through course information documents via the Moodle course at least eight weeks before the examination.
- b) Examination requirements may include:
 - use of graph or other paper in addition to the examination booklet;
 - additional booklets or the number of sheets of additional paper likely to be required ;
 - the type of electronic device to be used;
 - the use of Moodle (Unitec's Learning Management System (LMS)) and/or a special exam platform (eg: EchoExam/Respondus) or software;
 - the use of unique Exam Codes to control access to digital examinations, ensuring only authorised students can enter the examination;
 - any additional material ākonga may bring into the examination room.
- c) The examiner will give ākonga clear explanations of expectations before the examination takes place.
- d) When the examination question paper is ready, the examiner will ensure the following:
 - it is moderated;
 - it is proofread;
 - it is formatted; and
 - it is uploaded at least 15 working days (irrespective of whether or not this falls on a Study Week) before the examination date, together with the Information Form and any special instructions.
- e) Examination papers (both digital and non-digital) must be kept under tight security, with limited staff

access, through all stages including drafting and moderation, until examination day.

- f) On the day of the examination, the examination supervisor and/or invigilator will take to the scheduled examination room(s):
- the examination question papers and answer booklets for non-digital examinations;
 - a printed class list and student IDs of the ākongā expected to sit the examination;
 - any other information about the invigilation of the examination.

3.5 Examination answer booklets

- a) The Examinations Office is responsible for ordering answer booklets in preparation for the examinations when required.
- b) Answer booklets ready for marking must be collected by examiners from the Examinations Office within 24 hours of the examination, unless alternative arrangements have been agreed.

3.6 Assessment support for students with permanent disabilities or impairments

The conditions for providing assessment support are described in MIT and Unitec [Student Regulations](#) (Section 11.4). In addition to these the following processes apply:

- a) Ākongā must be registered with Access4Success, providing proof of disability/impairment as part of the registration process.
- b) The Team Leader, Access4Success, is responsible for approving ākongā eligibility for alternative examination arrangements.
- c) Ākongā will be informed by Access4Success what alternative arrangements are available to them. These might include, but are not limited to, the following:
- Additional time, usually not more than 15 minutes for each hour of the examination ;
 - Reader and/or writer assistance;
 - Sign language interpreter assistance;
 - Use of a laptop;
 - A separate room or a room with up to five other Access4Success students;
 - Use of special equipment, including allowed Assistive Technology adapted for accessibility needs (eg enlarged/coloured text);
 - Rest breaks
- d) If ākongā want to use alternative examination arrangements they are entitled to, they must complete the relevant Access4Success form and submit it at least three weeks before the start of the examination period.
- e) Arrangements will be made in consultation with the examiner, the examination co-ordinator, Access4Success and the examination supervisor for the exam. If an application is received late, Access4Success and Examination Office will determine whether the application can be actioned (i.e., depending on available resources.)
- f) Students who have a temporary disability or impairment and who wish to apply for assessment assistance must follow the Assessment Concession process (see MIT and Unitec [Student Regulations](#) section 11.5).

3.7 Learner illness

- a) If an ākongā is ill before an examination and cannot attend on the day of the examination, they may apply for an *Assessment Concession* (see MIT and Unitec [Student Regulations](#) Section 11.5).

- b) If an ākongā is ill before an examination and is unsure whether to attend the examination, they should contact the examiner for advice.

During the Examination period

3.8 Preparation of examination rooms

- a) Examination invigilators must display a digital clock in examination rooms which all ākongā can see.
- b) Any additional booklets or pages included with examination answer booklets must be attached securely.
- c) The following information is to be visibly displayed and must be easy to read from all parts of the examination room:
- the name of the examination(s)/course and any specific instructions
 - the time the examination begins, including the start of reading time and the examination finish times
 - an instruction that no one may leave the examination room in the last 15 minutes of the examination.
- d) Invigilators must follow the instructions in the Examination Information Form provided by the examiner.
- e) For digital examinations, the examiner and IT support must prepare the computers and ensure all ākongā are able to access the exam.

3.9 Availability of Examiners

At least one examiner and/or the course co-ordinator must be available during the examination to respond to any issues. Examiners must ensure the invigilator has their cellphone number in case of any issues during the examination.

3.10 Entering and leaving the examination room

Conditions for entering and leaving the examination room are described in MIT and Unitec [Student Regulations](#) (Section 11.9.7 – 11.9.12).

3.11 Student identification and anonymous marking of examinations

Conditions for student identification and anonymous marking of examinations are described in MIT and Unitec [Student Regulations](#) (Section 11.9.13 – 11.9.14).

3.12 Examination room equipment, materials and devices

- a) The invigilator will allocate space within the examination room for all personal belongings, unless these items have been approved for use in the examination by the examiner.
- b) Materials, electronic devices, USBs, mobile technology, watches or any electronic device that can store, communicate and/or retrieve information of any kind will not be allowed in the examination room.
- c) If specific materials, electronic devices, and instruction manuals *are* allowed in the examination room, they must be clearly and accurately outlined in the examination paper, examination information form and rubric/markings schedule. The examiner must communicate this information to the ākongā and the examination supervisor before the day of the examination.
- d) Any electronic devices taken into an examination room must be checked to make sure they are allowed by the examination requirements.
- e) Any material found on or near to an ākongā's desk, chair, or person during the examination is considered to belong to the ākongā.

3.13 Expectations of students during exams

The expectations of Students undertaking an examination are described in MIT and Unitec [Student Regulations](#) (Section 11.9.15 – 11.9.23). In addition to these the following processes apply:

- a) Ākonga answer examination questions with an invigilator present. (Note: Some practical assessments or tests may not be invigilated by the Examinations Office.)
- b) Ākonga will be given time to read their examination question papers, in either hard copy or digital format, before the examination begins.
- c) The examiner will note the reading time in the examination instructions.
- d) The invigilator will inform ākonga when they are allowed to start writing answers or notes.
- e) The examiner will be present for the first 15 minutes of the examination.

3.14 Illness during an examination

- a) If an ākonga becomes ill during an examination and is unable to continue, they should notify the invigilator immediately.
- b) Ākonga may apply for an *Assessment Concession* (see MIT and Unitec *Student Regulations* Section 11.5) if illness affects their ability to complete the examination.
- c) The invigilator must complete an incident report, which will be sent to the examiner along with the examination papers at the end of the examination.

3.15 Examination interruptions/incidents

- a) If there is an interruption, such as a serious risk from assault or other danger, direct emergency contact will be made with campus Security.
- b) If an examination is interrupted because of a serious incident (for example, a fire alarm), the invigilator will instruct ākonga to leave their examination answer booklets and question paper face-down on their desk, or, in the case of a digital examination, save their work and evacuate the room.
- c) The invigilator must inform ākonga that any material taken from the examination room will not be allowed back into the room.
- d) The examination room will be locked when the last ākonga leaves.
- e) The examination supervisor and the examiner will decide whether and how the examination will continue, and if so, if additional time is allowed for the disruption.

a.16 Invigilators needing assistance during an examination

- a) All invigilators must have access to a cellphone and a list of emergency contact numbers, including the examiner and examination supervisor.

a.17 Collection and distribution of examination answer booklets

- a) All ākonga must remain seated while the examination answer booklets and any collated additional booklets or pages are collected at the end of the examination or while the examiner and invigilators check that ākonga work for digital exams has been saved correctly.
- b) Completed examination answer booklets are collected and counted by the invigilator at the end of the examination if they have been used. The invigilator should check that the number of examination booklets collected is the same as the number of ākonga present according to the class list. The invigilator passes the class attendance list to the examination supervisor.
- c) Examination answer submissions (booklets or digital) must not be left unattended in an examination room.
- d) The examiner must collect from the Examination Office within one working day of the end of the

examination a copy of the class attendance list and scripts where paper-based examinations are used, unless alternative arrangements are made with the Examinations Office due to sickness or other events outside the control of the examiner.

After the Examination period

a.18 Check-marking examination papers

All marked examination papers must be moderated in accordance with MIT and Unitec Moderation of Assessment Policy and Procedure.

3.19 Return of assessment evidence and access to marked examination answers

The conditions for the return of assessment evidence and access to marked examination answers is described in MIT and Unitec [Student Regulations](#) (Section 11.11.2).

3.20 Re-count of examinations

The conditions for recounts of examinations is described in MIT and Unitec [Student Regulations](#) (Section 11.11.2). In addition to this the following applies:

- a) An administration fee will be charged per course for ākonga who request a re-count (unless a recount is instigated by a staff member as part of an Assessment Grade Reconsideration)
- b) A re-count may lead to no change or either a raising or a lowering of the examination mark (unless the re-count is instigated by a staff member as part of an Assessment Grade Reconsideration, in which case the mark cannot be lowered).
- c) The administrative fee will be refunded if the recount leads to a change of mark. The examiner must inform the examination co-ordinator of the change so the administrative fee can be refunded.
- d) Examinations will not be remarked.

A re-count may lead to no change or either a raising or a lowering of the examination mark (unless the re-count is instigated by a staff member as part of an Assessment Grade Reconsideration, in which case the mark cannot be lowered).

- e) The process for requesting a re-count is as follows:
 - the student submits a completed Examination Scrip Request form to the [Designated Contact] and pays the required fee. Forms are available on the MIT and Unitec website.
 - the examiner arranges for a recount of the marks.
 - the examiner confirms the outcome of the re-count and informs the ākonga within five working days.
 - The decision of the examiner is final.

3.21 Examination re-sits (Further assessment)

Students may apply to re-sit an examination under conditions described in MIT and Unitec [Student Regulations](#) (Section 11.13).

If the Programme Regulations allow a re-sit of an examination the following process will be followed:

- a) If the re-sit request is approved, the examiner will confirm the date and time for the re-sit.
- b) The examiner will arrange and ensure moderation of a different version of the examination question paper for resits
- c) The examiner will provide a list of all ākonga who are re-sitting an examination to the examination supervisor. The list will include any with exceptional circumstances.

3.22 Ākongā access to previous exam questions

It is recommended that examiners post examples of past exam questions on the Moodle course page for ākongā to access.

- a) The examiner will inform the Examinations Office by email whether or not the exam questions can be made available to future ākongā via the library, after the exam results have been published.
- b) In exceptional circumstances, examiners may request permission from the Director Schools and Performance to withhold ākongā access to this material. Examiners must inform the Examinations Office of all such approvals via email.
- c) The examination supervisor will provide an electronic copy of the examination questions to the library unless there is a pre-approved exemption.
- d) After grade ratification, the library must make the examination questions available for a period of five years.

3.23 Archiving of examination materials

- a) Within 6 weeks prior to the next examination period, examiners must return to the Examinations Office all original marked examination answer booklets, question papers, marking schedules and a selection of moderated examination answer booklets for archiving. The selection must include an example of a high, medium and low mark.
- b) Marked examination booklets may be destroyed after a period of one year in accordance with the approved records disposal procedure. A record of all destroyed materials must be kept, including confirmation of approval from the Examinations Office line manager.
- c) One electronic copy of the examination question paper, together with the corresponding marking schedule and moderated exam scripts will be retained for 7 years by the Examinations Office.

4. Ngā Haepapa | Responsibilities

Role	Responsibilities
Academic Programme Manager	<p>Ensures compliance with examination regulations, processes and timeframes.</p> <p>Ensures the type of examination is within the bounds of the programme requirements.</p> <p>Confirms timetabling requirements with the examinations office and examiners in accordance with the schedule advised by the examinations office.</p> <p>Publishes the exam timetable for ākonga eight weeks before the examination date.</p>
Access4Success Team Leader	<p>Approve the eligibility of ākonga who are registered with Access4Success for appropriate Alternative Arrangements for Examinations.</p> <p>Delegate team members to work with the Exams team to ensure ākonga with disability/impairment requiring alternative examination arrangements are supported.</p>
Director Schools and Performance	<p>Approve requests to withhold ākonga access to previous exam papers.</p>
Examiner	<p>Determine the requirements of an examination according to the Course Descriptor.</p> <p>Confirm timetable requirements with Academic Programme Manager for approval in accordance with the schedule advised by the Examinations Office.</p> <p>Confirm the date, type, and requirements for all examinations and communicate to ākonga on the course Moodle page at least eight weeks before the examination date.</p> <p>Communicate all examination-related details on the Examination Information Form.</p> <p>Write the examination paper; ensure proofreading, formatting & moderation of the examination.</p> <p>Determine the duration of each examination and the time allowed for reading for each examination.</p> <p>Upload formatted and moderated examination question papers to the Examinations Office at least fifteen working days prior to the examination period.</p> <p>Liaise with Examinations Office to ensure ākonga with special accommodations are catered for according to the approval from Access4Success.</p> <p>Inspect material where applicable before the start of the examination.</p> <p>Identify any ākonga who do not provide any form of identification.</p> <p>Help prepare technology for digital examinations and book IT Support to assist.</p> <p>During the reading time attend the examination room and answer relevant questions.</p> <p>Be available for the duration of the examination to respond to any issues that may arise (provide cellphone number to invigilator)</p> <p>Make decisions surrounding the continuation of examinations following interruptions/incidents.</p> <p>Collect completed examination answer booklets and incident reports from the Examination Supervisor within 24 hours of the examination taking place.</p> <p>Ensure check-marking of all exam papers occurs before results are released to ākonga .</p> <p>At least six weeks before the next examination period, return all marked examination answer booklets, question papers, moderation & marking schedules to the Examinations</p>

	<p>Office for archiving.</p> <p>Provide samples of top, middle (two) and bottom examination booklets to be retained for moderation purposes as part of the course moderation cycle & exam archiving requirements.</p> <p>Review requests for re-sits and communicate the decision and details of the re-sit examination to the ākongā.</p> <p>Arrange a different (moderated) version of the examination question paper for resits and ākongā with alternate examination arrangements if necessary.</p> <p>Indicate all re-sit information on the class list for the exam supervisor/invigilator .</p> <p>Arrange, where necessary, examination re-counts or for ākongā to view marked exam scripts; inform the examinations co-ordinator if a re-count leads to a mark being changed and complete an online Change of Grade form.</p> <p>Communicate outcomes of re-counts to ākongā and the exam supervisor within five working days of receiving the application.</p> <p>Upload past exam paper/s to Moodle page when appropriate.</p>
Examination Co-ordinator	<p>Determine the number of ākongā for each examination.</p> <p>Make appropriate room-bookings for examinations in consultation with Academic Programme Managers and the Timetabling Office.</p> <p>Confirm timetable details with the Academic Programme Manager at least eight weeks prior to the start of the examination period.</p> <p>Maintain incident report tracker.</p> <p>Monitor the exams inbox and co-ordinate any requests for recounts and any requests to view marked scripts.</p> <p>Arrange for examination papers to be uploaded to the library following the exam period. If a recount leads to a change of mark/grade, arrange for the administrative fee to be refunded to the ākongā.</p> <p>Download examination papers & Examination Information Forms & save on H:drive in a locked folder.</p> <p>Liaise with Access4Success to ensure all registered ākongā requiring examination arrangements are supported.</p>
Examination Supervisor	<p>Assist examination co-ordinator with examination arrangements.</p> <p>Liaise and train invigilators & maintain list of invigilator contact details .</p> <p>Arrange and confirm availability of invigilators for each exam.</p> <p>Send appropriate information to invigilators in a timely manner.</p> <p>Make all arrangements for invigilators to conduct the invigilation; prepare examination instructions and class lists for invigilator use.</p> <p>Work with Access4Success Team and examiners to ensure registered ākongā requiring alternative examination arrangements are supported.</p> <p>Print sufficient copies of examination papers and answer booklets via the Copy Centre.</p> <p>Ensure seating arrangements as appropriate.</p> <p>Ensure resources are in place for the conduct of examinations.</p> <p>Maintain appropriate records of ākongā who sit each exam.</p>

	<p>Decide with examiner on strategies in the case of a disturbance or emergency.</p> <p>Ensure examination question papers and answer booklets are never left unattended.</p> <p>Arrange for answer booklet & class list collection by examiners.</p> <p>Ensure incident reports are logged & forwarded to examiners.</p> <p>Ensure ākongā applications are acknowledged and processed according to these regulations.</p> <p>Ensure resits are carried out as required.</p> <p>If requested arrange for appropriate times/dates for ākongā to view marked exam papers in consultation with examiners.</p> <p>Archive examination materials according to these regulations.</p>
Examinations Invigilator	<p>Prepare examination room (note: this does not include providing IT support for digital examinations).</p> <p>Supervise examinations in accordance with these regulations.</p> <p>Complete check of learner IDs against the class list.</p> <p>Display digital clock in examination room along with instructions for ākongā.</p> <p>Where needed, prepare examination incident reports; make a note on ākongā's answer booklet if they have continued writing past the examination finish time.</p> <p>Raise any concerns regarding the examination arrangements with the examination supervisor.</p> <p>Collect completed examination answer booklets and tick off against class list.</p> <p>Return examination booklets and box to Examination Supervisor at the end of the exam.</p>
Library	Make available past examination papers for a period of 5 years.
Programme Committee (PAQC)	Approve assessment types for each course within a Programme, in line with the programme approval requirements.
Grade Approval Committee	Approve examination marks/grades.
Student Central	Receive payments for applications for recounts.
Timetabling	Allocate rooms.

5. Ngā Tikanga | Definitions

Term	Definition
Academic Integrity	The expectation that all examinations will be conducted with honesty and fairness.
ākongā	See <i>Student</i>
Annotated	Notes on an examination paper or related materials.

Assessment Concession	Ākonga who are unable to complete a summative assessment or whose performance in or preparation for the assessment is affected by any circumstance or situation which could not have been reasonably prevented, are eligible to apply for an assessment concession for impaired performance. Refer MIT and Unitec Student Regulations Section 11.5
Equitable	Fair.
Examination	Written, oral and/or practical assessments or events as described in the Programme Documents and conducted under examination conditions. All assessments conducted under examination conditions will occur at a specified place and time, in invigilated settings and without access to any written or printed matter or any blank paper unless permitted by direction of the examiner or the type of examination requires it. Described in MIT and Unitec Student Regulations (Section 11.9.4).
Examination answer booklet	A booklet provided to ākonga for recording (answering) responses to an examination question paper.
Examination question paper	Document containing examination questions and instructions which is prepared by the examiner for a paper/course.
Examination period	The period at the end of each semester during which final examinations are usually scheduled.
Examiner	Kaimahi from the programme who are responsible for setting the examination and marking the examination.
Kaiako	Academic staff member or lecturer.
Student	A person who enrolled in a course at Unitec and is participating in an examination.
Moodle	Unitec's online Learning Management System (LMS).
PAQC	Programme Committee.
Recount	Checking of the addition of marks or the calculation of the grade.
Re-sits	Opportunity to sit an examination again.
Summative assessment	Assessment that contributes to the final result or grade which determines a learner's achievement of learning outcomes and ensures that the learner has met the requirements for progression and completion within a Programme.

6. Ngā Hononga ki Tuhinga kē | Links to Other Documents

MIT and Unitec [Student Regulations](#)

MIT and Unitec [Assessment Policy and Procedure](#).

MIT and Unitec [Student Misconduct Procedures](#)

Te Pukanga [Te Kawa Maiorooro](#) (for grade tables)

[Te Pūkenga Assessment Policy](#)

[Te Pūkenga Moderation Policy](#),

Unitec's Assessment and Grading Procedures, and other related procedures.

7. Mokamoka whakaaetanga | Approval details

Version number	1.11	Effective date	03 Feb 2026
Approval authority	Te Komiti Mātauranga Academic Committee	Date of approval	03 Feb 2026
Policy sponsor (has authority to make minor amendments)	Director, Te Korowai Kahurangi	Policy owner	Te Komiti Mātauranga Academic Committee
Category	Academic	Date of next review	03 July 2026
Contact person	Lead, Programme Development & Management		

8. Ngā whakatikatika | Amendment history

Version	Effective date	Created/reviewed by	Reason for review/comment
1	Dec 2008		First edition
1.1	2012		Unknown
1.2	July 2013		Unknown
1.3	Oct 2013		Formal review
1.4	Sept 2015		Minor update to remove/update references to the <i>Academic Management Policy</i> and complete version history.
1.5	May 2016		Updated to reflect new structures.
1.6	August 2018		Updated as part of the policy review project.
1.7	Feb 2020		Formal review.
1.8	20 Jan 2021		Update nomenclature.
1.9	Oct 2023	Sue Crossan, Te Korowai Kahurangi	Update nomenclature; reflect Te Pūkenga policy format & style guide; update processes to reflect recent changes & roles within Te Korowai Kahurangi; align policy with Te Kawa Maiororoo.
1.10	June 2024	Sue Crossan, Te Korowai Kahurangi	Updated to co-relate to Unitec's updated Moderation Procedure; add a new option for digital exam type.
1.11	February 2026	Leticia Paton, Steve Marshall, Te Korowai Kahurangi	Retained for the conduct of examinations at Unitec. Removal of those clauses which are now covered elsewhere (such as MIT and Unitec <i>Student Regulations</i>) Links and references to regulations and policy added. Add (Unitec) to title. Modify nomenclature to align with new

			standards throughout.
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