



Timetabling query resolution guide

Query: I can't see my exams in my calendar

Step 1

Contact the Exams Office at exams@Leicester.ac.uk.

Step 2

The Exams Office will check your student record and add the module to the exam timetable in the University exam scheduling system, if not present already. **Check your timetable 24 hours after you have received confirmation from the Exams Office.**