

Type	Progress	Award	Study Aim
T100.JUL.UGPG	-	Exit Award Achieved	UG/PG



UNIVERSITY OF PLYMOUTH

Important information regarding your results

Congratulations on completing your programme of study at Institute of Export and International Trade in partnership with the University of Plymouth!

For more detail to accompany the brief points below, please visit

<https://www.plymouth.ac.uk/student-life/your-studies/essential-information/results-guidance-notes>

- **Confirmation of Marks**

Please see the above link for a detailed explanation of the policies and procedures leading to the publication of your results.

- **Graduation Ceremony**

You will be invited to receive your certificate at the Institute of Export and International Trade 2022 Graduation Ceremony. This is usually held at Mansion House, London during the month of May. You will need to ensure that studentsupport@export.org.uk are updated with any changes to your contact details.

- **Appeals**

If you wish to appeal against the decision of the Award Assessment Board, you must do so by **30 December 2021**.

- **Extenuating Circumstances**

If you have submitted valid extenuating circumstances during the year, these will have been considered by the Award Assessment Board.

If you have passed a module but have valid extenuating circumstances for non-submission of an assessment, you may request a same attempt referral by emailing your Partner Institution at the address below. Please be aware that any referral will be in the entire element; as such your marks may go down as well as up as marks already achieved for that element will be overwritten. The deadline for requesting a referral attempt is **30 December 2021**.

- **Outstanding Debts**

If you have any outstanding tuition fee debts, you may be unable to receive your award or attend the graduation ceremony. Please contact studentsupport@export.org.uk.

- **Alumni**

After you leave the University, you automatically become a member of our alumni community, with access to a range of benefits, including careers support for life, networking events, our online mentoring platform Plymouth Connect, and discounts on many postgraduate courses. As your University email account will close, it's important to provide a personal email address so we can continue to keep in touch with you. Please visit <https://www.plymouth.ac.uk/alumni-friends/alumni/class-of-21> to update your contact details.

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Approximately 15 months after the end of your course, you will be asked to complete the national [Graduate Outcomes survey](#). Your contribution will help us to shape the future of your programme, so please ensure that you contact details are up to date and that you take the time to respond when it arrives.

If you have any further questions, please contact Institute of Export & International Trade Student Support or visit the Student Portal at <https://mobile.plymouth.ac.uk/campusm/home#menu> Please note to access the Student Portal you will require your UoP log-in details.

If you have any queries or if you require this in a larger print, please contact Student Support – 01733 404400 or email studentsupport@export.org.uk