

Admissions Assessments – Cambridge College Registered FAQs

In advance of the assessment date

I have received a welcome email but no login details – what should I do?

Please click on the link in the welcome email and then follow the instructions in the attached 'Assessment Moodle Reset Friend password' document. You will then be sent a new password which you can use to login to the assessment Moodle platform.

I haven't received an email about my assessment – what should I do?

Please check your Junk/Spam folder in the first instance, it may be in there. If not, please contact the College assessing your application. Contact details for the Colleges can be found on our website:

<https://www.undergraduate.study.cam.ac.uk/colleges/college-contacts>

I have forgotten my password – what should I do?

Please follow the instructions in the attached 'Assessment Moodle Reset Friend password' document to reset your password.

What format will the assessment take?

Details regarding the format of the assessment, including the duration of the assessment and how this should be completed can be found with the attached subject information sheet.

I don't know the date/time of my assessment – what should I do?

Please contact the College assessing your application for confirmation of the date and time of your assessment. Contact details for the Colleges can be found on our website:

<https://www.undergraduate.study.cam.ac.uk/colleges/college-contacts>

I receive extra time for my assessments, how do I arrange this?

If you require additional time or adjustments for your assessment please contact the College assessing your application. Contact details for the Colleges can be found on our website:

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Moodle is asking for a 'blind grading number' or 'BGN'– do I need one?

You do not need a 'blind grading number' to complete the assessment. This is only required of those currently studying at Cambridge.

Can I use Google Docs to complete my assessment?

Yes, you can complete your assessment using Google Docs, however you cannot upload a document directly from the cloud into Assessment Moodle. You will need to download the document and save a local copy on your device which you can then upload to Assessment Moodle.

During the assessments

I am unable to access the assessment paper - what should I do?

You will be prevented from accessing the assessment paper until the start time of your assessment. Please refrain from regularly refreshing your browser to view the paper as this may cause unnecessary load on the system. If, at the start time, you are still unable to access the assessment, please email assessment@admin.cam.ac.uk

I'm getting a 'Sorry - Moodle is currently offline message' - what should I do?

Our Assessment Moodle Platform is very stable but occasionally the load on the system at the start of an assessment may cause the system to slow. If this happens, please close your browser, wait 5 minutes and try again. Please refrain from regularly refreshing your browser as this will add additional load on the system. Once the system is back online you will still have the full amount of time to complete the assessment.

Once you have completed the assessment and uploaded your answers, please email the College assessing your application to notify them of the issues you have experienced. Our system will also carefully monitor and log the times of any technical issues.

I can't upload my answers - what should I do?

Please find attached instructions on how to upload your answers. If the problem persists, please contact the College assessing your application. They may recommend you email your answers directly to them.

<https://www.undergraduate.study.cam.ac.uk/colleges/college-contacts>

My answers have uploaded and look blank – what should I do?

We are aware that occasionally it can appear to applicants that the answers to their assessment have been uploaded to the system and look blank. In most cases we are able to successfully see the completed answers. Please ensure that you saved a copy of your answers locally and email the College assessing your application to confirm that they can view your answers.

After the assessments have taken place**My answers were uploaded after the deadline – what should I do?**

If your answers were uploaded after the deadline, please email the College assessing your application to explain the reason for the late submission.

I missed my assessment – what should I do?

Please contact the College assessing your application with a full explanation as to the reason why you missed your assessment. Contact details for the College can be found on our website:

<https://www.undergraduate.study.cam.ac.uk/colleges/college-contacts>