Faculty of Mathematics

Examinations Data and Script Retention Policy

The following policy applies to examinations taken in the following University Examinations:

Mathematics for the Natural Sciences Tripos (NST) IA & IB

The following data are retained at the Undergraduate Office for the Faculty of Mathematics:

<table>
<thead>
<tr>
<th>Data</th>
<th>Retention period</th>
<th>Accessible through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marks per paper and for the Computer Practicals</td>
<td>Indefinitely</td>
<td>College DoS or Tutor CamSIS NST Secretary Undergraduate Office</td>
</tr>
</tbody>
</table>

Data available on request

<table>
<thead>
<tr>
<th>Data</th>
<th>Retention period</th>
<th>Accessible through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark book for the Mathematics Papers</td>
<td>Indefinitely</td>
<td>Undergraduate Office</td>
</tr>
</tbody>
</table>

This data pertains only to the Mathematics component.

The marks contained in the final mark book for the Natural Sciences Tripos include a mark for each subject taken and the overall class. Further information is contained in the NST mark books distributed to Colleges which include ALL information that the Examiners have determined as being meaningful or helpful as indicators of examination performance.

Other information that is not included in the NST mark book is considered to be relatively meaningless as an indication of examination performance, given the moderation processes that are used in determining a class by Examiners.

Where any automated compiling or processing of marks is used, the results are subsequently deliberated by the Board of Examiners responsible.

Please request data pertaining to Mathematics in writing from:
Undergraduate Office (B1.28)
Faculty of Mathematics
University of Cambridge
Wilberforce Road
Cambridge CB3 0WA

Tel: 01223 337968
Email: undergrad-office@maths.cam.ac.uk
Please request data pertaining to the Natural Sciences Tripos in writing from:

NST Secretary
Jane Clare
Educational & Student Policy
Academic Division
17 Mill Lane
Cambridge CB2 1RX

Requests for access to data appearing on individual examination scripts are available on application to the University Information Compliance Office and on payment of a fee. Such data consists of little more than ticks, crosses, underlines, and mark subtotals and totals.

The Teaching Committee for Mathematics in the Natural Sciences reports on the examinations and their Annual Reports to the Faculty Board are available online at: http://www.maths.cam.ac.uk/teaching-committee-mathematics-natural-sciences

Data protection

To meet the University’s obligations under the data protection legislation, the Faculty deals with data relating to individuals and their examination marks as follows:

The final examination mark book for the Mathematical Papers is kept indefinitely by the Undergraduate Office.

Scripts are kept, in line with the University policy, for six months following the examinations (in case of appeals). Scripts are then destroyed.

Neither the Data Protection Act nor the Freedom of Information Act entitle candidates to have access to their scripts. However, data appearing on individual examination scripts are available on application to the University Information Compliance Office and on payment of a fee. Such data consists of little more than ticks, crosses, underlines, and mark subtotals and totals.