

# ORE Part 2 - Late Arrivals

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**Review Date:** 01/03/27

**Version:** 3.0

## 1. Purpose

- 1.1 This policy outlines the procedures governing late arrival to the ORE Part 2 examination.
- 1.2 It ensures fairness, consistency, and the maintenance of examination integrity and security.

## 2. Scope

- 2.1 This policy applies to all candidates undertaking the ORE Part 2 examination delivered by the University College London (UCL) Consortium.
- 2.2 The policy is administered by the UCL Consortium ORE Administrative Team.

## 3. Definition of Late Arrival

- 3.1 A late arrival is defined as arrival any time after the scheduled reporting time. Arrival will be time will be specified to the candidate as part of the joining instructions.
- 3.2 Due to the structured and sequential nature of the examination, arrival after the start of any examination circuit constitutes a late arrival with significant restrictions.

## 4. Candidate responsibilities

- 4.1 Candidates must arrive at the designated reporting time.
- 4.2 Candidates are responsible for allowing sufficient time for travel and unforeseen delays.
- 4.3 Candidates must immediately notify the UCL Consortium ORE Administrative Team when they become aware that they will be late.
- 4.4 Candidates are responsible for monitoring and planning for travel disruption (e.g., planned industrial action) and making alternative arrangements as necessary; no additional accommodations will be made due to such circumstances.

## 5. Procedure on arrival

- 5.1 Late candidates must report immediately to the UCL Consortium ORE Administrative Team.
- 5.2 The time of arrival and reason for lateness will be formally recorded.
- 5.3 Identity and registration checks will be completed before any decision is made.

## 6. Admission to the examination

- 6.1 Candidates arriving before the examination start time may be admitted without penalty.
- 6.2 Due to the structured and timed nature of the Part 2 examination, candidates arriving after the start of the examination will normally not be permitted to enter.

- 6.3 Admission after the start time will only be considered in exceptional circumstances and strictly at the discretion of the Lead Examiner.
- 6.4 Such discretion will be exercised only where it does not compromise examination integrity, candidate safety, or the operation of the examination circuit.
- 6.5 Under no circumstances will additional time, repetition of stations, or alternative arrangements be provided.
- 6.6 Once an examination circuit has commenced, candidates will not be permitted to join the exam.
- 6.7 All decisions made on the day are final and will not be reconsidered at the time or subsequently outside of the formal mitigating circumstances or reviews processes.

## 7. Examination integrity

- 7.1 Candidates will not be admitted where there is any risk to examination integrity or candidate safety.
- 7.2 This includes potential exposure to exam content, contact with candidates who have completed stations, or disruption to the structured delivery of the examination.
- 7.3 No candidate will be permitted to gain an advantage as a result of late arrival.
- 7.4 The Lead Examiner retains full authority to refuse entry on these grounds.

## 8. Documentation and recording

- 8.1 All late arrivals will be formally documented.
- 8.2 Candidates may be required to sign a declaration acknowledging the conditions of late entry.
- 8.3 Records will be maintained by the UCL Consortium ORE Administrative Team.

## 9. Mitigating circumstances

- 9.1 No adjustments will be made on the day for late arrival.
- 9.2 Candidates may submit a mitigating circumstances application after the examination, please see the [Mitigating Circumstances policy](#), appropriate evidence will be required to support this application.

## 10. Outcomes and attempt counting

- 10.1 Candidates admitted late will have the attempt counted.
- 10.2 Candidates refused entry due to lateness will have the attempt counted.
- 10.3 Any exception will only be considered through the formal mitigating circumstances process.

## 11. Governance and escalation

- 11.1 All decisions are made by the UCL Consortium ORE Administrative Team.
- 11.2 Candidates dissatisfied with an outcome must follow GDC review procedures ([Complaints and Reviews Policy](#)).
- 11.3 Matters may be escalated to the General Dental Council (GDC) following completion of UCL processes.