

Classics and Ancient History Undergraduate Monitoring Points 2026/27

Undergraduate Degree Courses

Year 1

Department	Classics and Ancient History			
Study Level	All Undergraduate Degree Courses – Year 1			
Mode of Attendance	Full-time			
Monitoring Point	Description	Attendance recorded by:	Activity	Time
Term 1				
1	Attendance at Induction meeting	ID Card Scan	In-person	Week 0
2	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
3	Attendance at core/optional core module *	ID Card Scan	In-person	Week 4
4	Attendance at core/optional core module *	ID Card Scan	In-person	Week 7
5	Attendance at core/optional core module *	ID Card Scan	In-person	Week 9
6	Proof of completion of plagiarism training	Recorded on Tabula by Programmes Officer	On-line completion	Week 10
*Q820/Q821 = Term 1-CX109 & CX110, Term 2- All others VV16/VV18 = Term 1-CX102/CX116 Term 2- CX117/CX111, CX102 Q800/Q802 All terms- CX126/CX136/CX120/CX106/CX115/CX101 QQ39 = Term 1-CX109, CX110 or CX112 Term 2- CX113/CX114				
Term 2				
7	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
8	Attendance at core/optional core/optional module *	ID Card Scan	In-person	Week 3
9	Attendance at core/optional core/optional module *	ID Card Scan	In-person	Week 5
10	Attendance at core/optional core/optional module *	ID Card Scan	In-person	Week 7
11	Attendance at core/optional core/optional module *	ID Card Scan	In-person	Week 9
Q820/Q821 = Term 1-CX109 & CX110, Term 2- All others VV16/VV18 = Term 1-CX102/CX116 Term 2- CX117/CX111, CX102 Q800/Q802 All terms- CX126/CX136/CX120/CX106/CX115/CX101 QQ39 = Term 1-CX109, CX110 or CX112 Term 2- CX113/CX114				
Term 3				
12	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
13	Attendance at core/optional core/optional module *	ID Card Scan	In-person	Week 2
14	Q820/Q821: engagement with an assessment for an optional module (exam/coursework) * VV16/VV18: submission of coursework for CX102 Q800/Q801/Q802/QQ37/QQ39: Attendance at optional core module exam *	Tabula submission log/Exam Attendance Register	On-line for submission/In-person for exam	Weeks 3-8
Q820/Q821 = Term 1-CX109 & CX110, Term 2- All others VV16/VV18 = Term 1-CX102/CX116 Term 2- CX117/CX111, CX102 Q800/Q802 All terms- CX126/CX136/CX120/CX106/CX115/CX101 QQ39 = Term 1-CX109, CX110 or CX112 Term 2- CX113/CX114				

Year 2

Department	Classics and Ancient History			
Study Level	All Undergraduate Degree Courses – Year 2			
Mode of Attendance	Full-time			
Monitoring Point	Description	Attendance recorded by:	Activity	Time
Q800/Q801/Q802/QQ37 Classics Degree courses				
Term 1				
1	Attendance at Induction meeting	ID Card Scan	In-person	Week 1
2	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
3	Attendance at core language class *	ID Card Scan	In-person	Week 5
4	Attendance at core language class *	ID Card Scan	In-person	Week 7
5	Attendance at core language class *	ID Card Scan	In-person	Week 9
Term 2				
6	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
7	Attendance at core language class *	ID Card Scan	In-person	Week 3
8	Attendance at core language class *	ID Card Scan	In-person	Week 5
9	Attendance at core language class *	ID Card Scan	In-person	Week 7
10	Attendance at core language class *	ID Card Scan	In-person	Week 9
Term 3				
11	Attendance at Personal Tutor Meeting (to discuss module choices)	Tutor and Student on Tabula	In-person	Weeks 1/2
12	Submission of Module Selection Form	Sitebuilder form submission log	In-person	Week 2
13	Attendance at core language class *	ID Card Scan	In-person	Week 3
14	Attendance at core language exam	Exam Attendance Register	In-person	Weeks 3-8
*Core language module will depend upon degree being studied: CX206, CX236, CX255, CX267, CX272, CX299, CX2A1				
Q820/Q821/Q822/QQ39 Classical Civilisation and VV16/VV18/VV19 Ancient History and Classical Archaeology Degree Courses				
Term 1				
1	Attendance at Induction meeting	ID Card Scan	In-person	Week 1
2	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
3	Attendance at core module lecture CX251 * QQ39: Attendance at optional core module *	ID Card Scan	In-person	Weeks 3/4
4	Attendance at core module seminar CX251 *	ID Card Scan	In-person	Week 5

	QQ39: Attendance at optional core module *			
5	Attendance at core module seminar CX251 * QQ39: Attendance at optional core module *	ID Card Scan	In-person	Week 7
6	Submission of assessed coursework	Tabula Submission log	On-line	Weeks 8-10
Term 2				
7	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
8	Attendance at core module seminar CX251 * QQ39: Attendance at optional core module *	ID Card Scan	In-person	Week 3
9	Attendance at core module seminar CX251 * QQ39: Attendance at optional core module *	ID Card Scan	In-person	Week 5
10	Attendance at core module lecture CX251 * QQ39: Attendance at optional core module *	ID Card Scan	In-person	Week 7/8
11	Attendance at core module lecture CX251 * QQ39: Attendance at optional core module *	ID Card Scan	In-person	Week 9/10
Term 3				
12	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
13	Submission of Module Selection Form	Sitebuilder form submission log	In-person	Week 2
14	Attendance at exam for core module CX251 * QQ39: Attendance at exam for optional core module *	Exam Attendance Register	In-person	Weeks 3-8
*QQ39 Optional Core Modules: CX247, CX276, CX267, CX272, CX299, CX2A4, CX2A1, CX220, CX226, CX201, CX215, CX206, CX236				

Final Year

Department	Classics and Ancient History			
Study Level	All Undergraduate Degree Courses – Final Year			
Mode of Attendance	Full-time			
Monitoring Point	Description	Attendance recorded by:	Activity	Time
Term 1				
1	Attendance at Induction meeting	ID Card Scan	In-person	Week 1
2	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Week 1/2
3	CX303 Dissertation Outline Plan	Tabula Submission Log	On-line	Week 2
4	Attendance at Dissertation Briefing	ID Card Scan	In-person	Week 2/3
5	Attendance at optional module*	ID Card Scan	In-person	Week 5

6	CX303 Dissertation supervision	Supervisor and Student on Tabula	In-person	Week 7/8
7	CX303 Dissertation sample work	Tabula Submission Log	On-line	Week 12
Term 2				
8	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
9	Attendance at CX303 Dissertation Presentation	Tabula Register	In-person	Week 2/3
10	CX303 Dissertation Title logged	Tabula Submission Log	On-line	Week 3
11	Attendance at optional module*	ID Card Scan	In-person	Week 5
12	Attendance CX303 Dissertation supervision	Supervisor and Student on Tabula	In-person	Week 7/8
13	Attendance at optional module*	ID Card Scan	In-person	Week 9
Term 3				
14	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
15	Attendance at optional module*	ID Card Scan	In-person	Week 1/2
16	Attendance at optional module exam *	Exam Attendance Register	In-person	Weeks 3-8

Part-time and incoming exchange students (all years)

Department	Classics and Ancient History			
Study Level	All Undergraduate Degree Courses – Part-time and incoming exchange students (all years)			
Mode of Attendance	Part-time			
Monitoring Point	Description	Attendance recorded by:	Activity	Time
Term 1				
1	Attendance at Induction meeting	ID Card Scan	In-person	Week 1
2	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Week 1/2
3	Attendance at module lecture	ID Card Scan	In-person	Week 5
4	Attendance at module lecture	ID Card Scan	In-person	Week 7
5	Attendance at module lecture	ID Card Scan	In-person	Week 9
Term 2				
6	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
7	Attendance at module lecture	ID Card Scan	In-person	Week 3
8	Attendance at module lecture	ID Card Scan	In-person	Week 5
9	Attendance at module lecture	ID Card Scan	In-person	Week 7
10	Attendance at module lecture	ID Card Scan	In-person	Week 9
Term 3				
11	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	In-person	Weeks 1/2
12	Attendance at module lecture	ID Card Scan	In-person	Week 1/2
13	Part-time non-finalist students only: Submission of Module Selection Form	Sitebuilder form submission log	On-line	Week 2
14	Part-time students only: Attendance at module exam	Exam Attendance Register	In-person	Weeks 3-8

Outgoing Study Abroad Students (Year 3)

Department	Classics and Ancient History			
Study Level	All Undergraduate Degree Courses – Outgoing Study Abroad completed in Year 3 for Q801/Q802/Q821/Q822/VV18/VV19			
Mode of Attendance	Full-time			
Monitoring Point	Description	Attendance recorded by:	Activity	Time
Term 1				
1	Submission Arrival Placement Plan	Student Mobility Team via e-Vision	On-line	Within 1 month of starting placement
2	Submission of Report 1	Study Abroad Director via e-Vision	On-line	Weeks 1-6 13/11/2026
3	Submission of Contact Address to Departmental Office	Student Records Online	On-line	Weeks 1-6 12/11/2026
4	Attendance at Personal Tutor Meeting	Tutor and Student on Tabula	On-line	Weeks 4-7 13/11/2026
5	Submission of Report 2	Study Abroad Director via e-Vision	On-line	Weeks 7-10 11/12/2026
Term 2				
6	Submission of Erasmus mid-term Placement Plan	Student Mobility via e-Vision	On-line	Within 1 month from start of 2 nd semester
8	Submission of Report 3	Study Abroad Director via e-Vision	On-line	Weeks 4-7 19/02/2027
9	Attendance at Personal Tutor Meeting (include discussion of module choices for next year)	Tutor and Student on Tabula	On-line	Weeks 9-10 19/03/2027
Term 3				
10	Submission of Module Selection Form	Sitebuilder form submission log	On-line	Week 2
11	Submission of Report 4	Study Abroad Director via e-Vision	On-line	Weeks 2-4 21/05/2027
12	Contact Dissertation Co-ordinator to plan dissertation topic	Dissertation Co-Ordinator on Tabula	On-line	Weeks 9-10 End of June (tbc)