

ORE Part 1 - Late Arrivals Policy

Effective Date: 01/03/26

Review Date: 01/03/27

Version: 3.0

1. Purpose

- 1.1 This policy outlines the procedures governing late arrival to the ORE Part 1 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 1 examination delivered by the University College London (UCL) Consortium.
- 2.2 The policy is administered by the UCL ORE Consortium Administrative Team.

3. Definition of Late Arrival

- 3.1 A late arrival is defined as arrival any time after the designated 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.
- 3.3 Candidates must arrive at the designated reporting time.
- 3.4 Candidates are responsible for allowing sufficient time for travel and unforeseen delays.
- 3.5 Candidates must immediately notify the UCL ORE Consortium Administrative Team when they become aware that they will be late.
- 3.6 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.
- 3.7 Late candidates must report immediately to the UCL ORE Consortium Administrative Team.
- 3.8 The time of arrival and reason for lateness will be formally recorded.
- 3.9 Identity and registration checks will be completed before any decision is made.

4. Admission to the examination

- 4.1 Candidates arriving before the examination start time may be admitted without penalty.
- 4.2 Candidates arriving more than 30 minutes after the start time will not be permitted to enter.
- 4.3 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.

5. Examination integrity

5.1 Candidates will not be admitted where there is any risk to examination integrity or candidate safety.

5.2 This includes potential exposure to exam content, contact with candidates who have completed stations, or disruption to the structured delivery of the examination.

5.3 No candidate will be permitted to gain an advantage as a result of late arrival.

5.4 The Lead Examiner retains full authority to refuse entry on these grounds.

6. Documentation and recording

6.1 All late arrivals will be formally documented.

6.2 Candidates may be required to sign a declaration acknowledging the conditions of late entry.

6.3 Records will be maintained by the UCL ORE Consortium Administrative Team.

7. Mitigating circumstances

7.1 No adjustments will be made on the day for late arrival.

7.2 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.

8. Outcomes and attempt counting

8.1 Candidates admitted late will have the attempt counted.

8.2 Candidates refused entry due to lateness will have the attempt counted.

8.3 Any exception will only be considered through the formal mitigating circumstances process.

9. Governance and escalation

9.1 All decisions are made by the UCL ORE Consortium Administrative Team.

9.2 Candidates dissatisfied with an outcome must follow UCL review procedures ([Complaints and Reviews Policy](#)).

9.3 Matters may be escalated to the General Dental Council (GDC) following completion of UCL processes.