

**OVERALL EXAM SCHEDULE
AND
RULES FOR EXAMINATIONS AT THE
DEPARTMENT OF POLITICAL SCIENCE**

Winter 2017/18
December 2017

Version 1.9

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INFORMATION CONCERNING EXAMS DURING WINTER 2017/18

Deadline for applications for exemption

If you wish to apply for exemption concerning special exam conditions for your Winter 2017/18 exams, you must submit an application to the Board of Studies **by no later than 12:00 noon 1 October 2017**. Special exam conditions might e.g. be: extended time for the exam, overlap between exams, etc. The form for application for exemption can be found on the study page at KUnet → Study page/*uddannelsesside* → Study Programme/*Uddannelsens forløb* → Exemption/*dispensation*

Timetables

The final timetables for oral exams will be announced via the course room in Absalon on the date renounced in the exam schedule below.

If you will be taking exams at other departments in January 2018, you must notify this to the study administration as soon as possible, to avoid exam conflict with your oral exams under Political Science. Remember to include documentation. The deadline for enquiries of this nature concerning the summer exams is 12:00 noon 15 November 2017.

Announcement of grades

The grades for written exams will be published via Student Self Service on KUnet on the date stated in the exam plan via Student Self Service on KUnet.dk

If, contrary to expectations, the grades are not available by the date published in the overall exam plan, you can contact the member of administrative staff responsible for the exam in question, for an explanation (Find information for the specific exam in the Digital Exam System).

NB! For the Master Thesis, the deadline for the announcement of the grade is one month after the submission of the thesis.

OVERALL EXAM SCHEDULE WINTER 2017/18

Courses at the 2017 Bachelor programme:

Danish and Comparative Politics 1

(Dansk og komparativ Politik 1 - 2017- BA studieordningerne)

Compulsory writing exercise	
The assignment text for the writing exercise is available on the course website in Absalon at 12:00 noon on	23/10
Submission of the Writing Exercise by no later than 12:00 noon on	30/10
Re-Submission of the Writing Exercise by no later than 12:00 noon on	1/12

The writing exercise is submitted/uploaded via the course's website in Absalon.

If the writing exercise is not approved the first time, it can be re-submitted in revised form on the re-submission date stated above.

It is **necessary to pass the writing exercise** in order to participate in the 3-day written assignment.

3-days take-home assignment			
Ordinary exam		Make-up and resit exam	
The assignment text will be available in the Digital Exam system at 12:00 noon on	23/1-18	The assignment text will be available In the Digital Exam system at 12:00 noon on	27/2-18
Submission of Assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	26/1-18	Resubmission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	2/3-18
Publication of grades by no later than 16:00	21/2-18	Publication of grades by no later than 16:00	16/3-18

Political Theory 1

(Politisk Teori 1 - 2017- BA studieordningerne)

To pass a seminar, the student must participate actively in the class and pass the writing exercise

Compulsory writing exercise	
The assignment text for the compulsory writing exercise is available on the course website in Absalon at 12:00 noon on	4/12
Submission of the Writing Exercise by no later than 12:00 noon on	15/12
Re-Submission of the Writing Exercise by no later than 12:00 noon on	8/1-2018

Make-up and resit exam	
10 hours Examination 10:00 Morning on	5/2-2018

International Relations 1

(International Politik 1 - 2017- BA studieordningerne)

3-days take-home assignment			
Ordinary exam		Make-up and resit exam	
The assignment text will be available in the Digital Exam system at 12:00 noon on	15/1-18	The assignment text will be available In the Digital Exam system at 12:00 noon on	19/2-18
Submission of Assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	18/1-18	Resubmission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	22/2-18
Publication of grades by no later than 16:00	12/2-18	Publication of grades by no later than 16:00	9/3-18

Philosophy of Science and Methodology

(Videnskabsteori og metodologi - 2017- BA studieordningerne)

The assignment text for the compulsory writing exercise is available on the course website in Absalon 7 days before the submission-deadline	Submission via Absalon	Re-Submission via Absalon
Exercise 1 – by no later than 20.00	25/9	28/10
Exercise 2 – by no later than 20.00	6/11	28/11

Take-home assignment		
Ordinær		
The assignment text will be available in the Digital Exam System (https://eksamen.ku.dk/) system during the semester		
Submission of the Take-Home Assignment in the Digital Exam (https://eksamen.ku.dk/) system by no later than 18:00 noon		22/12
Publication of result (Passed/not Passed) by no later than 16:00		8/1-18

1. Re-submission at 12:00 noon on Submission of the Take-Home Assignment in the Digital Exam (https://eksamen.ku.dk/) system by no later than 12:00 noon		12/1-18
2. Re-submission at 12:00 noon on Submission of the Take-Home Assignment in the Digital Exam (https://eksamen.ku.dk/) system by no later than 12:00 noon		22/1-18

It is **necessary to pass the two writing exercise** in order to participate in the Take-home assignment in Philosophy of Science and Methodology.

Introduction to Problems in Political Science

(Introduktion til politologiske Problemstillinger - 2017- BA studieordningerne)

The course is passed by active participation. Active participation comprises of one oral presentation and a one writing exercise and both elements must be passed to pass the course.

Make-up and resit exam	
10 hours Examination 10:00 Morning on	9/2-2018

Courses at the 2012 Bachelor programme:

Introduction to Political Science

(Politologisk Grundkursus 2012-studieordningerne)

Take-home assignment			
Ordinary exam		Make-up and resit exam	
The assignment text will be available in the Digital Exam system at 12:00 noon on	3/1-18	The assignment text will be available In the Digital Exam system at 12:00 noon on	3/2-18
Submission of Assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	8/1-18	Resubmission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	8/2-18
Publication of grades by no later than 16:00	23/1-18	Publication of grades by no later than 16:00	3/3-18

Political Theory and the History of Political Thought

(Politisk Teori og Idéhistorie 2012-studieordnigerme)

5-days take-home assignment			
Ordinary exam		Make-up and resit exam	
The assignment text will be available In the Digital Exam system at 12:00 noon on	13/1-18	The assignment text will be available In the Digital Exam system at 12:00 noon on	9/2-18
Submission of the 5-day take home assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon	18/1-18	Resubmission of the 5-day take home assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon	14/2-18
Publication of grades by no later than 16:00	3/2-18	Publication of grades by no later than 16:00	3/3-18

On the date of issue, exam questions and any appendices will be available in the Digital Exam system (<https://eksamen.ku.dk/>), to where the assignment question/cover page and assignment paper must also be uploaded.

Philosophy of Science and Methodology

(Videnskabsteori og Metodologi - 2012-Studieordningerne)

Take-home assignment	
Ordinary	
The assignment text will be available in the Digital Exam System (https://eksamen.ku.dk/) system during the semester	
Submission of the Take-Home Assignment in the Digital Exam (https://eksamen.ku.dk/) system by no later than 12:00 noon	22/12
Publication of result (Passed/not Passed) by no later than 16:00	8/1-18
Make-up and resit exam	
submission at 12:00 noon on Submission of the Take-Home Assignment in the Digital Exam (https://eksamen.ku.dk/) system by no later than 12:00 noon	19/1-18

Macroeconomics

Makroøkonomi – 2012-BA studieordningerne)

The assignment texts for the exercises are available on the course's website 2½ days before submission	
Assignment 1 can be downloaded as from 8:00 on	4/10
Assignment 1 must be uploaded by no later than 20:00 on	6/10
Re-submission of assignment 1 must be uploaded by no later than 20:00 on	30/10

Assignment 2 can be downloaded as from 8:00 on	1/11
Assignment 2 must be uploaded by no later than 20:00 on	3/11
Re-submission of assignment 2 must be uploaded by no later than 20:00 on	20/11

Assignment 3 can be downloaded as from 8:00 on	22/11
Assignment 3 must be uploaded by no later than 20:00 on	24/11
Re-submission of assignment 3 must be uploaded by no later than 20.00 on	18/12

The economics assignments are submitted/uploaded via the course's website in Absalon.

NB! Macroeconomics assignments are marked as approved/not approved, and are compulsory. 2 out of 3 assignments must be approved in order to be eligible to take the final exam in Macroeconomics. If an economics assignment is not approved on the first attempt, it may be re-submitted once in revised form on the re-submission date stated above.

The assignments must be passed **by no later than 22 December 2017**, so that the student can take the 3-hour university assignment – **if the assignments are not passed, the student will be withdrawn automatically (but will be registered for an exam attempt).**

3-hour university assignment	Ordinary exam	Make-up and resit exam
Written exam for the 3-hour university assignment at 9:00-12:00	7/1-18	12/2-18
Publication of grades by no later than 16:00	2/2-18	16/3-18

NB! For exams, rooms with PC facilities at Peter Bangsvej 36 are used. There are guidelines for the use of these computers + related software on the course website that can be found via the Absalon web platform.

Public Administration

(National Forvaltning – 2012-BA studieordningerne)

Take-home assignment in Public Administration	
The assignment text for the take-home assignment is available on the course website in Absalon on Monday, 6 November at 12:00 noon.	
The take-home assignment must be submitted by no later than 12:00 noon on	13/11
Re-submission of the take-home assignment by no later than 12:00 noon on	4/12

It is **necessary to pass the Take-home Assignment** in order to participate in the 3-day written assignment in Public Administration.

3-day take-home assignment	Ordinary exam	Make-up and resit exam
Issue of questions at 12:00 noon on	15/1-18	16/2-18
Submission of the 3-day take home assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon	18/1-18	19/2-18
Announcement of grades by no later than 16:00	10/2-18	7/3-18

On the date of issue, exam questions and any appendices will be available in the digital exam system (<https://eksamen.ku.dk/>), to where the assignment question/cover page and assignment paper must also be uploaded.

Methodology 1

(Metode 1 – 2012- BA studieordningerne)

The assignment texts for the exercises can be found on the course's website	Submission via Absalon	Re-Submission via Absalon
Assignment 1 – by no later than 23.59 noon	13/10	27/11
Assignment 2 – by no later than 23.59 noon NB! The student will automatically receive a copy of any paper completed at the Open House event at Peter Bangsvej 36 from 27/11- 15:00 to 19:00 . The copy be must uploaded at Absalon.	27/11	8/12
Assignment 3 – no later than 23.59 noon NB! The student will automatically receive a copy of any paper completed at the Open House event at Peter Bangsvej 36 from 8/12 - 14:00 to 18:00 . The copy be must uploaded at Absalon.	8/12	13/12

NB! assignments are marked as approved/not approved, and are compulsory. Assignment 1 must be approved in order to be eligible to take the final exam in Methodology 1. **If assignment 1 is not passed, the student will be withdrawn automatically from the exam (but will be registered for an exam attempt).**

4-hour university assignment	Ordinary exam	Make-up and resit exam
Written exam for the 4-hour university assignment at 13:00-17:00	20/12	2/2-18 NB 9:00 – 13:00
Publication of grades by no later than 16:00	19/1-18	8/2-18

NB! For exams, rooms with PC facilities at Peter Bangsvej 36 are used. There are guidelines for the use of these computers and related software on the course website that can be found via the Absalon web platform.

Comparative Political Science

(Sammenlignende Statskundskab – 2012-BA studieordningerne)

Compulsory writing exercise The assignment text for the compulsory writing exercise is available on the course website in Absalon at 12:00 noon on 13/10.	
The writing exercise must be uploaded to the course's website in Absalon by no later than 12:00 noon on	27/10
The re-submission of the compulsory writing exercise must be uploaded to the course's website in Absalon by no later than 12:00 noon on	24/11

If the writing exercise is not approved the first time, it can be resubmitted in revised form on the resubmission date stated above.

The Writing-exercise must be approved in order to participate in the 5-day written assignment in General Political Science.

Resubmission presupposes that an assignment has been uploaded at first submission.

5-day take-home assignment	Ordinary Exam	Make-up and re-sit Exam
Issue of questions at 12:00 noon on	19/1-18	22/2-18
Submission of the 5-day take home assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon	24/1-18	27/2-18
Publication of result by no later than 16:00	13/2-18	8/3-18

On the date of issue, exam questions and any appendices will be available in the digital exam system (<https://eksamen.ku.dk/>), to where the assignment question/cover page and assignment paper must also be uploaded.

International Relations

(International Politik - 2012-BA studieordningerne)

The course is passed with an written assignment

Written assignment	Ordinary exam	Make-up and resit exam
Submission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon	18/1-18	22/2-18
Publication of grades by no later than 16:00 on	12/2-18	9/3-18

Public Law

(Offentlig Ret 2012-BA & KA studieordningerne)

Synopsis exam	Ordinary exam	Make-up and resit exam ^{1 2}
Submission of synopsis in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12.00 noon on	4/12	22/1-18
Publication of timetable by no later than 16:00	8/12	29/1-18
Oral exam	15/1-18 16/1-18 17/1-18 18/1-18 19/1-18	5/2-18 6/2-18 7/2-18 8/2-18 9/2-18

¹ For a resit or make-up exam changes may only be made to the re-submitted synopsis if this is justified by academic considerations, and only by agreement with the teacher.

² **NB!** It is necessary to re-submit/upload the synopsis for the re-examination, even if there are no changes from the version uploaded at the Ordinary exam.

Bachelor Project

(Bachelorprojekt – 2012 BA-studieordningerne)

Bachelor project	Ordinary exam	Make-up and resit exam
Submission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	22/12	30/1-18
Publication of grades by no later than 16:00 on	24/1-18	1/3-18

The BA-project must be uploaded in the Digital Exam system (<https://eksamen.ku.dk/>)

MA courses

Synopsis and oral exam¹

Synopsis exam ² or examination without preparation ^{3 & 4}	Ordinary exam	Make-up and resit exam - see ⁵
Submission of the synopsis in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	4/12	22/1-18
Publication of timetable by no later than 16:00 on	12/12	29/1-18
Oral exam	8/1-18 9/1-18 10/1-18 11/1-18 12/1-18 15/1-18 16/1-18	5/2-18 6/2-18 7/2-18 8/2-18 9/2-18

¹ Is offered as **Elective courses** in the BA-Programme

² If "**Public Law**" is taken as the synopsis exam, the exam dates for Public Law are followed.

³ If it is an oral examination with preparation, the student is given 30 minutes of preparation time before the oral examination.

⁴ **NB!** Please notice that there are special deadlines for the course "**Political behaviour**". The oral Examination will take place the 30 & 31 October 2017 and the re-examination will take place in the period 8-16 January 2018. The oral Examination is without synopsis.

⁵ **NB!** It is necessary to re-submit/upload the synopsis for the re-examination, even if there are no changes from the version uploaded at the Ordinary exam.

Free assignments¹

Written assignment	Ordinary exam	Make-up and resit exam
Submission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon	15/12	2/2-18
Publication of grades by no later than 16:00 on	26/1-18	1/3-18

Assignment question/cover page and assignment paper must also be uploaded in the digital exam system (<https://eksamen.ku.dk/>)

¹Is offered as **Elective courses** in the BA-Programme

24-Hours Written Take Home Assignment¹

24-Hours Take Home assignment			
Ordinary exam		Make-up and resit exam	
The assignment text will be available in the Digital Exam system at 12:00 noon on	5/1-18	The assignment text will be available In the Digital Exam system at 12:00 noon on	20/2-18
Submission of Assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	6/1-18	Resubmission of the assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than - 12:00 noon on	21/2-18
Publication of grades by no later than 16:00	6/2-18	Publication of grades by no later than 16:00	3/3-18

¹ Is offered as **Elective courses** in the BA-Programme

Seminars

Master's & two-subject master's programme

Seminar

This exam form is used for the master's programme in Political Science and for single subjects for credit students.

To pass a seminar, the student must participate actively in the class and have achieved approval of one or several written reports. The written reports are compulsory and must be approved by the teacher for the student to pass the seminar. If a written report is not approved at the first attempt, it can be re-submitted up to two times in revised form. Re-submission takes place by agreement with the teacher. Please see the deadline for final approval below.

A further condition for passing the seminar is that the student has participated actively in the seminar, through satisfactory attendance, as well as active participation. As a minimum, the active participation must include one presentation of the student's own assignment(s) and one opposition to one of the other seminar participants' assignments. The assignment(s) is(are) prepared on the basis of an area chosen by the student, but related to the seminar topic.

Seminars are assessed by a teacher as a "Pass/Fail" or on the basis of the seven-point grading scale.

A seminar covers 7.5 ECTS credits and is passed on the basis of a syllabus determined by the teacher (see curriculum).

You can download a "Seminar form" from the Absalon course room. The seminar form is a solemn declaration that is used if literature is replaced with literature from the fixed syllabus. The form must be submitted to the teacher, or uploaded together with the assignment(s) in the Absalon course room.

The administration receives assessments from the teacher by no later than **Friday, 26 January 2018 at 12:00 noon** for the Autumn 2017 semester. The results will be published no later than one week after this date.

Academic internship

Master's & two-subject master's programme

The academic internship is completed on the basis of a portfolio exam consisting of two compulsory assignments, a project product and a project report, and both elements must be passed. In addition to the two compulsory assignments, the portfolio exam may contain other relevant products from the internship site.

NB: Pre-approval of the academic internship by the Board of Studies must be applied for, and the pre-approval must be granted by the Board of Studies before an internship commences (see the curriculum).

Project product (at the internship site)

The project product with which the student is engaged at the internship site is formulated in cooperation with the contact person at the internship site. The internship site must approve the product and it is submitted as part of the portfolio exam, together with the project report, to the Department of Political Science, cf. the following sections. A condition for passing the overall portfolio exam is that the project product is approved at the project site.

Project report (at the Department of Political Science)

The project report is submitted to and assessed by the Department of Political Science. The student chooses the relevant issue for investigation, which is discussed with and approved by the supervisor. The literature underlying the project report is defined by the student and must be approved by the project report supervisor.

Project report	Ordinary exam	Make-up and resit exam
Submission of the Assignment in the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 Noon	3/1-18	19/2-18
Publication of grades by no later than 16:00 on	29/1-18	12/3-18

Assignment question/cover page and assignment paper must also be uploaded in the Digital Exam system (<https://eksamen.ku.dk/>). The Coverpage can be downloaded at KUNet >> the Study Pages >> Examination >> Right menu.

MSc Security Risk Management mandatory courses:

Political Risk Analysis SRM Master's programme Winter 2017/18

In order to participate in the exam the student must have handed in a "Risk analysis document" and conducted an oral presentation that have been approved by the lecturer.

Risk Analysis exercise	
Submission of "Risk Analysis document" no later than 10.00 o'clock	Week 48
Oral presentations	Week 48

Exam: Oral exam	Ordinary exam	Resit¹
Submission of synopsis at the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	December 15	January 30
Specified examination schedule will be uploaded on Absalon	December 22	February 2
Oral exam dates	January 9 January 10 January 11 January 12	February 5

The synopsis can be written individually or in groups of 2-4 students (same length).

Number of students	Maximum length of paper
1-4 Students	5 pages = 1750 words

¹ **NB!** It is necessary to re-submit/upload the synopsis for the re-examination, even if there are no changes from the version uploaded at the Ordinary exam.

Knowledge production and evaluation

SRM Master's programme

Winter 2017/18

In order to participate in the exam, students must have conducted an exercise based on a real-life working situation that has been approved by the lecturer. The exercise includes an oral presentation and an opinion editorial of maximum 650 words.

Exercises	
Quantitative and qualitative dataset available on Absalon	Week 42
Oral presentation	Week 43

Exam: Written paper	Ordinary exam	Resit
A fixed set of questions for the written exam will be made available to the students on Absalon at 12:00 (noon).	October 27	January 10
Submission at the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 (noon) on	December 4	January 26
Announcement of marks	January 9	February 12

If you write the paper in a group, it is a requirement that you clearly state who has written which parts of the paper in order for the lecturer to give you individual marks.

The paper can be written individually or in groups of 2 or 3 students.

Number of students	Maximum length of paper
1 Student	10 pages = 3.500 words
2 Students	17 pages = 5.950 words
3 Students	23 pages = 8.050 words

Security Risk Management

SRM Master's programme

In order to participate in the exam, students must have submitted and passed all three case assignments.

Exercises	
Cases presented in class	September 29
Submission of case assignment on Absalon no later than 23.59	October 4
Cases presented in class	November 3
Submission of case assignment on Absalon no later than 23.59	November 8
Cases presented in class	November 17
Submission of case assignment on Absalon no later than 23.59	November 22
Poster presentation of essay subjects	December 8

Written paper	Ordinary exam	Resit
Submission at the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	December 22	February 2
Announcement of marks	January 19	February 16

The exercises are to be written in your study groups.

Number of students	Maximum length of paper
1-4 student(s)	5 pages = 1750 words

The paper can only be written individually.

Number of students	Maximum length of paper
1 Student	10 pages = 3.500 words

Security Studies and Strategy

SRM Master's programme

In order to participate in the exam, students must have conducted an exercise based on a real-life working situation that has been approved by the teacher.

Policy exercise	
Submission of case assignments on Absalon	November 24

The case assignment should be no longer than four standard pages(1400 words)

5 day written exam	Ordinary exam	Resit
Exams questions uploaded on Absalon at 12.00 noon	January 3	February 8
Submission at the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	January 8	February 13
Announcement of marks	February 5	February 27

*If you write the paper in a group, it is a requirement that you clearly state who has written which parts of the paper on **the front page** in order for the lecturer to give you individual marks.*

The paper can be written individually or in groups of 2 or 3 students.

Number of students	Maximum length of paper
1 Student	10 pages = 3.500 words
2 Students	17 pages = 5.950 words
3 Students	23 pages = 8.050 words

Intelligence

SRM Master's programme

In order to participate in the exam the student must have passed the midterm simulation exercise.

Midterm	
Simulation exercise start date	October 25
Simulation exercise end date	October 31

Synopsis exam	Ordinary exam	Resit exam¹
Submission at the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	December 8	January 23
Publication of timetable by no later than 16:00 on	December 22	January 27
Oral exam dates	January 3 January 4 January 5 January 8	January 29 January 30

The synopsis can be written individually or in groups of up to four students (same length).

Number of students	Maximum length of paper
1-4 Students	5 pages = 1750 words

¹ **NB!** It is necessary to re-submit/upload the synopsis for the re-examination, even if there are no changes from the version uploaded at the Ordinary exam.

Transformation of the Private-Public Divide SRM Master's programme

In order to participate in the exam the student must have passed the midterm exercise.

Midterm	
Midterm	TBA

Synopsis exam	Ordinary exam	Resit exam
Submission at the Digital Exam system (https://eksamen.ku.dk/) by no later than 12:00 noon on	December 8	January 22
Publication of timetable by no later than 16:00 on	December 22	January 26
Oral exam dates	January 3 January 4 January 5 January 8	January 29 January 30

The synopsis can be written individually or in groups of up to four students(same length).

Number of students	Maximum length of paper
1-4 Students	5 pages = 1750 words

¹ **NB!** It is necessary to re-submit/upload the synopsis for the re-examination, even if there are no changes from the version uploaded at the Ordinary exam.