

### Exam Numbers

To maintain confidentiality and fairness in grading, students use exams numbers on exams. Each semester, a new and unique number is randomly assigned to each registered student. Exam numbers are available for students to view in Self-Service.

#### To access your exam number:

- From the hamburger menu ( ☰ ) at the top left: Select **Academics**, then **Student Planning**, then **Plan & Schedule**.

The screenshot displays the ellucian self-service portal. On the left is a dark sidebar with a hamburger menu icon at the top. The menu items are: Home, Financial Information (with a dropdown arrow), Academics (with an up arrow), Student Planning (with an up arrow), Planning Overview, Plan & Schedule (highlighted with a yellow box), My Progress, Register for Classes, Course Catalog, Grades, Graduation Overview, Enrollment Verifications, Unofficial Transcript, Transfer Summary, and Test Summary. The main content area has a blue header with the ellucian logo, a user profile icon, and links for Sign out and Help. Below the header, a grey banner says "Hello, Welcome to Colleague Self-Service! Choose a category to get started." The main area contains a grid of service tiles: Student Finance, Financial Aid, Banking Information, Student Planning, Course Catalog, Grades, Graduation Overview, and Enrollment Verifications. Each tile includes an icon, a title, and a brief description. At the bottom of the main area, there is a copyright notice: "© 2000-2026 Ellucian Company L.P. and its affiliates. All rights reserved. [Privacy](#)".

**Plan & Schedule** is a multipurpose screen that allows you to manage future/planned terms, add & drop sections during registration periods, and view exam numbers.

- Click **Law Exam Numbers** to view your randomly assigned exam numbers.

The screenshot shows the 'ellucian' interface for 'Plan & Schedule'. The 'Law Exam Numbers' tab is selected and highlighted in yellow. The interface displays a course schedule for 'Law - Spring 2024'. The course details for 'LAW-007-B: Constitutional Law I' are shown on the left, including 'Registered' status, 3 credits, graded, and instructor 'Schraub, D'. The schedule grid shows sections for LAW-007-B, with exam numbers assigned to specific sections.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am							
10am		LAW-023-01		LAW-023-01			
11am		LAW-017-8	LAW-013-82	LAW-017-8	LAW-013-82		
12pm							
1pm							

- Exam numbers will be available within the first week of the semester. If you don't see an exam number assigned after the add/drop period has ended for the semester please let the Registrar's Office know.

The screenshot shows the 'ellucian' interface for 'Plan & Schedule'. The 'Law Exam Numbers' tab is selected. The interface displays a table with columns for Term, Grading ID, and Midterm Grading ID. The table shows data for 'Law - Spring 2024' and 'Law - Fall 2023'.

Term	Grading ID	Midterm Grading ID
Law - Spring 2024	9876	
Law - Fall 2023	1234	