

I'm not a bot



What is mitigating circumstances at university

Being a victim of a criminal act A police report. The examples provided below, listed under various categories of circumstances, are non-exhaustive and indicative and may be updated in response to practice. We aim to take a pragmatic approach and to reduce the burden for students where possible. What happens if your mitigating circumstances are rejected? Learn more about this on this page of the University of Westminster's website. We do retain the right to request additional evidence, especially where the information may be lacking in the mitigating circumstances claim. Contact your university directly for clearer information. For more on university policy on extensions, have a look at this page on the University of Leeds' Business School's website as well as this page from the University of Edinburgh. Many universities also distinguish between general applications for mitigating circumstances and a self-certification process: 1. Bereavement or serious illness of a close family member. Shorter-term medical conditions Group A - Normally agreedSerious personal injury, medical condition or mental health condition.Group B - May be agreedModerate personal injury, medical condition or mental health conditionGroup C - Will not be agreedMinor illnesses or injuries (such as coughs, colds, headaches, hay fever)Circumstances supported by evidence from unregistered medical practitioners, such as alternative therapistsCircumstances supported by 'retrospective' evidence e.g. a medical note which states that the student declared they had been ill previouslyConditions which have not been diagnosed by a registered professional/or where there is no evidence of symptoms.Hospital tests (if approved prior to the point of assessment or an examination) Trauma Group A - Normally agreedVictim of violent crime (e.g. assault, mugging, sexual assault, rape, domestic violence)Direct experience of terrorist incident, war or natural disaster.Group B - May be agreedVictim of non-violent crime e.g. burglaryExperience of racial trauma or race-based traumatic stress caused by encounters with racial bias and ethnic discrimination, racism and hate crimesExperience of LGBT-phobic hate crimeExperience of discrimination relating to disabilityExperience of misogynistic abuse or traumaExperience of an abusive relationship.Group C - Will not be agreedVictim of petty theft e.g. mobile phone theft, bicycle theft or car break-in (unless these involve mugging or assault, or an immediate impact on a student's ability to access timed assessments e.g. theft of laptop within the remote examination window). Insufficient time to put reasonable adjustments in place (and the student has disclosed a relevant condition at the earliest possible stage).Matters relating to gender reassignment, including time off for medical appointments, surgery, or attending counselling sessions.Group B - May be agreedNew disabilities or long-term medical or mental health conditions not previously disclosed.A severe long-term illness which can only be addressed by an extension, deferral or other form of one-off mitigation.Group C - Will not be agreedGeneral examination or assessment-related stress or anxiety.Stable, established disabilities, medical conditions and mental health conditions e.g. dyslexia (students should apply for reasonable adjustments to be made)Conditions which have lasted and remained unchanged for more than a year (students should apply for reasonable adjustments to be made)Conditions where reasonable adjustments are already in place.Non-disclosure of a disability, medical condition or mental health conditionClaims where the student did not wish for reasonable adjustments to be made or preferred not to seek reasonable adjustments for study or assessment. Academic work Group B - May be agreedSerious problems with academic project work e.g. obtaining ethical approval, equipment failure (which can be evidenced), problems with sample collection.Group C - Will not be agreedGeneral exam or assessment worriesVisa problemsPoor time managementFailure of IT equipment/ printersFailure to back up electronic documentsSubmitting an incorrect or old file version of an assessment.Having more than one examination on the same day.Examination clashes arising from incorrect registration by the student Bereavement Group A - Normally agreedBereavement of a significant person the timing of which has affected the student's ability to undertake assessment. Ensure that your evidence is dated and affects your assessment period, so that your university can see the relevant impact on your assessment. Examples of circumstances For mitigating circumstances to be considered, the incident, event or situation should have detrimentally affected the student's submission of course work or attendance at another form of assessment or affected their performance in assessment completed on timebe something that the student could not reasonably expect ('unforeseen')be out of the student's control and something they were not able to preventrelate directly to the timing of the assessment. Step 3: Complete any application forms as required - Universities generally require students to complete application forms to process any claims. 2. Knowing what these are and what they mean for your university career is essential for students. The number of times you can apply for mitigating circumstances varies between universities and even specific departments. These four criteria must all be met for a claim to be successful, even for first claims where supporting evidence is not required. For international students, if mitigating circumstances result in deferring your dissertation or a period of study, this could potentially affect your student visa, and in the worst cases, lead to its cancellation. Make sure that this is done within the deadline. More information about potential outcomes can be found at the bottom of this page. You can learn more about the appealing policy in this guide by King's College London. To see some examples of acceptable evidence to support your mitigating circumstances claim, have a look at the following table: Circumstance Examples of evidence Illness or injury (including mental illness) Extracts from your medical notes. You can learn more about what evidence you need for a mitigating circumstance application on this page on the University of Lincoln's website. You are here: Info Mitigating circumstances means things that might happen, which a student could not reasonably expect to happen and which might interfere with their ability to sit an examination or to complete an assessment by the required deadline. Self-Certification for Adjustments: This is simpler self-certification process, where students can request adjustments without needing to submit evidence. Gaining mitigating circumstances will generally not affect your grade very much. Step 2: Check your university's application process - This can be done by looking at your university's website or directly contacting student support services. Confirmation from your university's counselling service. Being a carer Confirmation from a care facility that it is closed or that the person you care for cannot attend. Unlike general mitigating circumstances, students will only be able to use this process about 2 or 3 times depending on the university. Even if you are still unable to gain mitigations for your situation, you may be able to get other forms of support from your university. Gender-based violence. You can learn more about this on this page of the Loughborough University website. You can learn more on this by checking out this video by the University of Lincoln. Adjustments for mitigating circumstances aren't limited to these examples and will depend on your university's policies and your situation. Please read the mitigating circumstances policy for full details, and the guidance for making a claim. Being a victim of a criminal act. Regardless of how long of an extension you are given, you will only be able to use 1 extension per assessment. You can learn more about self-certification on this page on the University of York's website and this guide by the University of Westminster. The examples below provide some examples of the evidence that may be appropriate. Step 5: Submit your application - After you have followed your university's procedure, all that's left is to submit. Bereavement An obituary. Other universities have separate procedures for these, which might not always require the submission of evidence, or uses a separate form or system to the general mitigating circumstances one. However, this process comes with greater limitations. Housing problems Group A - Normally agreedSerious and recent housing issues, beyond the student's control which has prevented the student from completing the assessment at the set time.Group C - Will not be agreedMoving homeGeneral housing problems Major incidents Group A - Normally agreedGroup B - May be agreedSerious travel or other disruption caused by terrorist incident or natural disasterPrivate or public transport failure leading to delays of more than 1 hour (corroborative evidence is required to verify such a delay)Group C - Will not be agreedBooked travel arrangementsMinor private or public transport failureMissed trains, tubes or buses or delays of less than 1 hour.Inclement weather (unless exceptional/severe conditions) Pregnancy and maternity Group A - Normally agreedSerious complications in pregnancy or maternity.Group B - May be agreedModerate illness due to pregnancy or maternity not resulting from complications.Group C - Will not be agreedPlanned pregnancy or maternity where there are no complications (students may however apply for other reasonable adjustments or an interruption of study). Universities describe extenuating circumstances as unexpected situations that are out of your control that may significantly impact your ability to complete assessments. For more specific information, it's best to look at your university's website or get in contact with them directly. However, they are not usually granted for exams, live presentations, or non-assessed work. Jury duty. Universities may also make a distinction between short-term situations, covered by their mitigating circumstances policies and long-term situations, which may have slightly different policies. In a university context, this term refers to policies that address a student's personal extenuating circumstances. You can learn more in this YouTube video by Newcastle University. We do not accept medical notes from alternative practitioners. Some universities explicitly say that you can apply as many times as you need to, whereas others won't be so outright. Work commitments Group A - Normally agreedProfessional emergencies e.g. medical, police, fireGroup B - May be agreedMajor changes in professional commitments impacting on the student's ability to meet required deadlines.Changes to work commitments for critical workers due to local or national emergencies.Group C - Will not be agreedOngoing work commitmentsParticipation in extra-curricular activities (e.g. sport)Time spent on job/internship applications/interviews Acceptable evidence for mitigating circumstances claims When making a claim, please provide sufficient information within the mitigating circumstances claim, and supply relevant evidence that demonstrates your claim meets the criteria to be accepted. Trauma Medical evidence of impact e.g. letter from a doctor or another medical professional.Written corroboration of reported crime from police or investigating authority.Written evidence from registered clinical practitioner, police, fire service or university estates department.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. For independent evidence, you must make sure that the evidence is from an official source, such as a doctor, counsellor or police officer. However, to be able to appeal successfully, you will most likely need to either: Submit new evidence that you were unable to provide beforehand. Extensions are generally given for assessed coursework such as essays, reports and sometimes even group projects. You will also need to make sure that this evidence is independent and relevant. Original copies are not usually required, and you can provide screenshots or a photo of original documents. "Mitigating" refers to reducing the severity or impact of something—in this case, a personal situation. Can you request an extension with mitigating circumstances? You can talk to your personal tutor or student support services for guidance on this. For general mitigating circumstances applications with evidence, there are fewer limitations on how many times you can apply. You should make a mitigating circumstances request no later than 7 calendar days after the assessment deadline or the date of a time-bound assessment or exam. We'll walk you through when, why, and how to apply, as well as how they can affect your degree and grades. This includes all kinds of assessment, whether examinations, coursework, reports, essays, laboratory work, in-class tests, projects, dissertations or practical presentations or creative performances. How many times can you apply for mitigating circumstances? Can you apply for mitigating circumstances after a deadline? If you're not quite an expert on them yet, don't worry, as by the end of this article, you will be! This article will be your go-to guide for understanding mitigating circumstances policies. For example, if your claim relates to a medical condition, it will assist your claim if your supporting evidence makes clear how you were specifically impacted during the period of your assessment. Please note that the list is non-exhaustive. If your request is successful, your School will likely ask that you attend/submit the same or alternative assessment at a later date. The following guidance has been provided using best sector practice to illustrate instances in which mitigating circumstances claims could be agreed, considered or rejected. Please note, if you have not yet completed your assessment, a mitigating circumstances request will not excuse you from completing the assessment at some point in the future. Caring responsibilities Group B - May be agreedSerious illness of and care for a significant person, the timing of which has affected the student's ability to undertake assessment.Unexpected caring responsibilities caused by unforeseen circumstances, e.g. sudden serious illness or worsening of ongoing medical or mental health condition in a child, sibling, parent, spouse, partner or other close relativeDirect and very recent experience of violent crime, war, terrorist incident or natural disaster by a child, sibling, parent, spouse or partner Disabilities and/or longer-term conditions Group A - Normally agreedSerious worsening or acute episode of an ongoing disability, medical condition or mental health condition which cannot be accommodated by existing adjustments. Instead, recurring circumstances may include: Long-term disabilities, illness or mental health conditions. Some key points about extensions include the following: For some universities, extension requests are part of the general mitigating circumstances application. You can learn more about these examples of mitigating and recurring circumstances in this article by the University of Dundee. One of the main areas in which policies vary is in the length of the extension. You may have heard the term "mitigating circumstances", which some universities refer to as "extenuating circumstances" or abbreviate to acronyms like PECs. While the name may vary between universities, the policies are generally similar. A copy of your prescription for medicine. Examples of the types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer. What are mitigating circumstances? You may redact non-relevant information prior to submitting.Statement of support from Birkbeck staff member who is already familiar with the circumstances and has ongoing knowledge of the issue about which the application for mitigation is being made, such as Academic Personal Tutor or module lead for the impacted assignment. Your documentary evidence should be in English or from a certified translator and any confidential third-party evidence submitted must be accompanied by written permission from the people named in the documentation. This process is known across all our academic programmes as requesting 'mitigating circumstances'. What can you apply for due to mitigating circumstances at university? As each university has its own policies, you will need check with your university for the exact process of applying for mitigating circumstances. You can learn more about these examples of evidence on this page of the University of Manchester's website. For the self-certification process students will often only be able to get a short extension of about 4 days, or sometimes be able to defer an exam. A security or insurance report. Can mitigating circumstances affect your final degree? If the university allows you to repeat assessments and you haven't met the requirements to progress or graduate, you will need to retake these before you can continue. As universities will need evidence to assess your situation and decide if you are eligible for adjustments, submitting the right evidence as part of your application is crucial. Also, make sure to include as much relevant evidence as you can to better support your claim. For more on this, have a look at this page on the University of Manchester's website. In some cases, an adjustment made might be increasing your mark up to 5% but even this is quite rare. To better understand what "mitigating circumstances" mean at university, it helps to first grasp their general definition. Family and personal circumstances Group B - May be agreedFamily breakdown (such as divorce)See above for Caring Responsibilities or TraumaGroup C - Will not be agreedBooked holidaysTrips to see family abroadGeneral domestic/ family problems Financial problems Group B - May be agreedSerious financial problems preventing the student from studying (corroborative evidence is required to verify the impact on the specific assessment period)Group C - Will not be agreedGeneral financial problems. Due to this, it is crucial that you check your own university's policies and get your application in as quickly as possible just to be safe. The information on this site doesn't supersede the Mitigating Circumstances Policy which we advise you read as well. You can learn more about these types of evidence that could be accepted are listed below. Step 4: Gather evidence - To assess your situation, universities need evidence of your extenuating circumstance, such as a doctor's note or a letter from a counsellor. How do you apply for mitigating circumstances at university? You can learn more about this on this page of the University of Edinburgh's website. This is not just so that you're aware of them, but also so that you are aware of what your university can offer to help when it comes to exams and other assessments. A hospital admissions letter. Severe weather affecting travel. Read the Students' Union guide In addition, as something serious or significant has affected your health or personal life, we would advise that you consider the help and support available from the University Student Support Services and the Students' Union. However, these policies tend to share similar steps for students to follow, including the following: Step 1: Check what counts under mitigating circumstances at your university - This is so that you're sure that your university's policies cover your personal situation. General Mitigating Circumstances Application: This process typically requires evidence and allows students to apply for various adjustments based on their circumstances. Confirmation of a medical appointment. Work or financial Problems Medical evidence of impact e.g. letter from a doctor or other medical professional.Written evidence to support the claim/explain situation for example, letter of redundancy or supporting letter from line manager.Evidence of having discussed your circumstances with Birkbeck's Student Advisory Service.Relevant financial documentation, in the form of bills and/or confirmation of financial support and evidence of how the related circumstances impact submission. These are often online and may even already be on your student portal or other university platforms that you already use. What are mitigating circumstances? Medical evidence of impact e.g. letter from a doctor or another medical professional. Being a carer.