

Extenuating Circumstances flowchart

ECs must be submitted within 7 calendar days of affected assessment[†]

Submitted to EC Panel for consideration

Not accepted because criteria have not been met and/or supporting evidence is not relevant or significant to the case

Accepted because case meets criteria and appropriate supporting evidence has been submitted

(Panel may choose to highlight circumstances which prevent student taking up a re-assessment opportunity)*

Student notified that recommendation has been submitted to Assessment Board for consideration

Student notified of Assessment Board decision Student notified of Assessment Board decision (normally an additional opportunity for assessment)*

Students who are not satisfied with the decision of the Assessment Board should check whether they have grounds for Appeal (an appeal must be submitted within 28 days of the notification of results)

August 2012

[†] Late submissions may meet the criteria for consideration under the Appeals regulations under which the reasons for late submission will be considered

^{*}In exceptional circumstances the Assessment Board may offer alternatives to reassessment as outlined in the Assessment Regulations.