



Extenuating Circumstances Form

Personal Details

Student ID*	
First Name(s)	
Last Name	
Email	
Telephone Number	
Programme	
DATE CLAIM SUBMITTED	

Attendance and Assessment Details

If your circumstances are currently affecting your attendance and engagement with your programme, please list the modules affected.

If your circumstances are also likely to impact (or have already impacted) assessments. Please specify the modules and assessments to which your claim relates.

Module Title	
Assessment Name	
Assessment Type	
Assessment Deadline	

Module Title	
Assessment Name	
Assessment Type	
Assessment Deadline	

Module Title	
Assessment Name	
Assessment Type	
Assessment Deadline	

Extenuating Circumstances

Do your extenuating circumstances relate to:

☐ Serious personal illness

☐ Death or serious illness of a member of your immediate family or another person with whom you had a close relationship

☐ Serious change in personal circumstances affecting your ability to engage with the programme and its assessments

☐ Serious disruption to public transport preventing your attendance at an assessment

☐ Other (please describe in the space, below)

Please describe the specific circumstances and how they are affecting you

Please ensure that you attach the relevant supporting information. If you are unable to provide supporting evidence, please explain why, below. If you need additional time to obtain evidence, please submit this form now, and tell us in the space below when you will be able to obtain this evidence.

Declaration

I declare that:

☐ The information I have given on this form and in the attached documents is true

☐ By ticking here you are confirming that all the above details are correct and you wish to submit the claim outlined in this document for consideration by NHAM

Data Protection Statement

Personal data collected on this form will only be used for the purpose of administering the Extenuating Circumstances Procedure or to identify support or services relevant to you. For further information see the Extenuating Circumstances Procedure and the Applicants and Students Privacy Notice