|  |  |
| --- | --- |
| **Mitigation Form** |  |
| Please note: * All submissions of mitigation will be treated confidentially***.*** We will ask you to provide personal information to enable us to provide a specific service that you have requested, in this case, the consideration of an application for mitigation. All personal data collected in this way will be processed in accordance with the Data Protection Act and will only be used for this purpose. The information you provide is confidential and will only be shared with a limited group of University staff who are directly involved in the mitigation decision-making process. View the University’s full Website Privacy Policy here: <http://www.exeter.ac.uk/privacy/>

 * Individual Academics/Tutors/Directors of Education cannot grant mitigation.

  Extensions: If you are applying for an extension, you are asking for your assessment deadline to be moved to provide you with extra time. The amount of extra time allowed will be appropriate to your circumstances. Extensions are only available for coursework and not examinations.**Extensions are granted from one week and then in weekly increments up to a maximum of three weeks. Should your extension request exceed 3 weeks then you would normally need to consider applying for a deferral.**Deferrals: An assessment deferral allows you to complete the assessment during the next appropriate assessment period.   |
| **Your Details** |
| Full Name |  |
| Student Number |  |
| HWSS Meetings | Please tick this box if you have attended a Health Wellbeing & Support for Study Meeting. If you are unsure what this is, please leave this blank. |
| Individual Learning Plan (ILP) | Please tick this box if you have an Individual Learning Plan (ILP). If you are unsure what this is, please leave this blank. |
| Tick if you started Postgraduate study in January 2021 |[ ]
| Tick if you are on a Degree Apprenticeship |[ ]

Explanation - Please provide an explanation of how your reason for Mitigation has affected your ability to undertake the assessment.

|  |
| --- |
|  |

|  |
| --- |
| **Your Assessments** |
| Number of Assessments affected: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Module Code | Module Name | Original Exam/Submission Date | Assessment Type | * Extension
* Deferral
 | New Deadline Request(extensions only) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Please send your form to your Hub Info Point for consideration:** [**https://www.exeter.ac.uk/students/infopoints/yourinfopointservices/mitigation/mitiemail/**](https://www.exeter.ac.uk/students/infopoints/yourinfopointservices/mitigation/mitiemail/)