

EXTENUATING CIRCUMSTANCES

The Award Board acknowledges that your claim for Extenuating Circumstances against the module/s marked **FAO** has been upheld and, although you have passed the module, the Award Board has granted you the opportunity to undertake further assessment in the affected elements to improve your result in the affected module/s. This opportunity is **OPTIONAL** and will take place as detailed on your e:Vision results profile. You are not required to undertake further assessment in the module/s marked **FAO** if you are satisfied with the recorded result/s.

If you wish to take up your further assessment opportunity then you will need to return the below form to your Award Administrator - Sally Brown at s.brown@staffs.ac.uk by 23rd September 2016.



Student Name _____ Student Number _ _ _ _ _

I wish to undertake my re-assessment in the below module(s) at the next available assessment opportunity (please see tutor).

Module Code	Module Title and Assessment (<i>Exam, Assignment etc..</i>)

I understand that on submission of this form, I will therefore be re-enrolled on the module as if for the first time, and will submit the work/sit the exam as such by the relevant deadline.

Signed _____ Date _____

Please submit to your Award Administrator at (s.brown@staffs.ac.uk)