**Mitigating Circumstances Form - Undergraduate Admissions**

Please refer to our ‘mitigating circumstances guidance’ prior to completing this form.

1. *Personal details*

|  |  |
| --- | --- |
| Forename(s) |  |
| Surname |  |
| UCAS ID number |  |
| Date of Birth |  |
| Course applied for |  |

1. *Applicant statement*
2. *Exam board consideration*

Have you requested/will you request any special arrangements or consideration from the relevant exam boards? If applicable, what arrangements have been put in place?

1. *Applicant declaration*

I confirm that the above applicant statement is an accurate summary of my mitigating circumstances and I understand that the information provided will be stored confidentially and shared with other relevant staff (such as Student Services) as appropriate.

Signature: Date:

1. *Supporting statement*
2. *Supporting declaration*

I confirm that the above supporting statement is an accurate summary of my student’s mitigating circumstances and I understand that the information provided will be stored confidentially and shared with other relevant staff (such as Student Services) as appropriate.

Signature: Date:

1. *Additional documentation*

I have attached some additional documentation to help outline my mitigating circumstances: YES / NO