

## **Special Consideration for Illness or Misadventure affecting Assessments**

Students applying for Special Consideration for an illness or misadventure that may have affected their ability to prepare or complete an assessment are required to follow the procedures outlined by the University in MyUNSW and available at the following site:

<https://my.unsw.edu.au/student/atoz/SpecialConsideration.html>

Students should particularly note the additional requirements beyond a standard medical certificate to include an assessment of the severity of your illness or misadventure and opinion of the likely effect on your capacity to undertake the assessment task/s concerned. The timeline for submission i.e. within 3 days of the assessment is also critical.

A summary of each request for Special Consideration will be forwarded to the Faculty's Student Affairs Coordinator (SAC) who may in turn arrange to meet the student to provide assistance as required. The SAC only receives a summary of each Special Consideration, so therefore students will need to give a copy directly to the SAC if they want the SAC to have a full and complete copy of their Special Consideration. The SAC will also attend the Assessment Review Group meeting. Any information provided by the student to the SAC is confidential and will not be disclosed without consent.

PLEASE NOTE: This process does not prevent or discourage a student from attending their own doctor, University Health Service, the Counselling Service or the Assistant Registrar in the Student Information and Systems Office.