Extenuating circumstances form (23/24)

Applicants should read the guidance carefully on our Extenuating Circumstances webpage prior to completing the form in black ink or type.

Once fully completed, it is the applicant’s responsibility to upload this form and the other required supporting documentation.

**Part 1:** To be completed by the APPLICANT

<table>
<thead>
<tr>
<th>Full Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>UCAS Personal ID number</td>
<td></td>
</tr>
<tr>
<td>Course Title and Course Code</td>
<td></td>
</tr>
</tbody>
</table>

Please complete the applicant supporting statement on page 2 of this form (this must be no longer than one page of A4)

**Part 2:** A supporting statement must be completed by a relevant THIRD PARTY (e.g., teacher/tutor. This excludes relatives or friends)

To corroborate the information you have provided in the applicant statement, we require supporting evidence of how your circumstances have affected or are likely to affect your studies and/or exam performance.

Therefore, we require a supporting statement from your teacher/school/college to provide support as to how your circumstances have affected your learning and/or examination performance. This statement must be a letterheaded document, which has been signed and dated by a relevant teacher/tutor at your school/college.

If it is not possible to obtain a supporting statement from your school/college, then supporting evidence may be provided by a medical/health professional instead. This must be a letterheaded document which has been signed and dated by the relevant party.

Any supporting statement must ideally include specific dates/timings of events to corroborate the applicant’s circumstances.

It is the applicant’s responsibility to upload this evidence alongside a completed form to their applicant dashboard.

**Applicant declaration**

I confirm that the information provided in and alongside this form is a complete and accurate record and that no relevant information has been knowingly omitted. I give my consent to the storage and use of this information by the University of Bristol.*

Signature: ___________________________ Date: ___________________________

* Please note that any information you provide may be shared with the relevant faculty/department or student support services, should you accept an offer of a place from the University of Bristol.

**All personal information supplied on this form will be held in accordance with the Data Protection Act 2018**
To be completed by the applicant:

Please list the **qualifications** which have been, or are likely to be affected *e.g.*, GCSEs, A levels:

**Applicant statement** *Please tell us more about the circumstances you wish for us to consider and how your studies and/or examinations have been impacted. If possible, please include specific dates/timings of events.*