

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

Full Name	
UCAS Personal ID number	
Course Title and Course Code	

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.*