Extenuating circumstances notification

Applicants should refer to the guidance on our website (www.bristol.ac.uk/applicants/applicants/extenuating-circumstances) prior to completing the form in black ink or type.

Both parts of the form must be completed before submission. We may request additional information where necessary.

Part 1 (To be completed by the applicant)

Personal details
Surname: 
First name(s): 
Date of birth (DD/MM/YYYY):

Course Title(s) and Code(s):

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

Have the relevant exam boards been notified of these circumstances? Or if not, will they be? YES / NO

Applicant statement Please attach a supporting statement (a maximum of one side of A4) to tell us more about the circumstances you wish for us to consider. If possible please include specific dates/timings of events.

Applicant declaration
I confirm that the above statement 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 forms must be accompanied by a statement from a relevant third party corroborating the information in the applicant statement. This can either be provided in the section below or attached as a separate document.

**All medical circumstances must be accompanied by a statement from a medical professional.**

All documents and statements must be in English or include a certified translation.

**Medical or other evidence attached?** *Please briefly outline what documents are attached.*

If no additional documents are attached the following section **must** be completed.

**Part 2 (To be completed by a relevant third party)**

Relationship to applicant: ________________________________________________

**Supporting statement** *Please include all relevant information and if possible include specific dates/timings of events to corroborate the applicant’s circumstances.*

**Supporting declaration**

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

Signature: ___________________________ Date: ___________________________

Print Name: ___________________________

Once fully completed, please return the form and any additional documents to admissions-ugec@bristol.ac.uk or send by post to:

Undergraduate Admissions Office, University of Bristol, 31 Great George Street, Bristol, BS1 5QD

*All personal information supplied on this form will be held in accordance with the Data Protection Act 1998*