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MANCHESTER**

Mitigating Circumstances and the Consequences of Failing



Applying for Mitigating Circumstances



If you encounter any difficult personal or medical circumstances during your time abroad you should apply for mitigating circumstances. In the first instance you should contact the Administrator or Co-ordinator at your host institution to ask whether there are any local processes for mitigation (it may be called something different); some overseas institutions will have processes to take mitigating circumstances into consideration when marking your assessments, others may not. Secondly, you should contact your Programme Administrator and Academic Exchange Adviser at The University of Manchester to discuss the process of applying for mitigating circumstances at Manchester. Wherever possible please contact the Programme Administrator before assessments or examinations have taken place as it is often difficult to approve mitigating circumstances applications retrospectively. Please also be aware that you will need to submit supplementary documentation/evidence, for example a doctor's note, to support your application. When you apply to The University of Manchester you should outline how your circumstances have or have not been taken into consideration at the overseas host university.



If you are applying for mitigating circumstances you should also always inform your contact within the International Programmes Office. A guide to mitigating circumstances applications can be found here:



www.studentsupport.manchester.ac.uk/study-support/mitigating-circumstances/

Consequences of failing



Failing course units taken abroad could have serious implications for progression to subsequent years of study and/or your ability to graduate. Make sure that you discuss the consequences in advance with your Academic Exchange Adviser. Failing the period abroad can have serious financial consequences for students on the Erasmus+ Programme, who may be required to re-pay in full any Erasmus+ grant money or other financial benefits associated with their placement.



“Whilst it is challenging being away from home and friends in a totally new environment, I learnt a lot about myself and this helped me focus on what I want to achieve in the future. I would definitely suggest a year abroad.”

Alicia Chapple,
International Management,
Chinese University of Hong Kong

Student Recruitment and
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