

Dear student,

We hope this email finds you and your loved ones well, and that you are coping with the continued lockdown. We also hope that you are engaging well with your studies online and preparing for your exams. Queen Mary has a range of support to help you with your studies and any other concerns: have a look at qmul.ac.uk/coronavirus, our [wellbeing pages](#), and [information on our library services](#), and contact your School or Institute. Please also look out for this year's [Study Well](#) campaign led by our Students' Union - more information will be added to these webpages throughout the week.

At the beginning of April, our President and Principal Professor Colin Bailey wrote to you all setting out the principles of assessment for this year. As Colin made clear, no student will be disadvantaged in relation to their assessment as a result of measures we have put in place because of Covid-19. We have published a [dedicated webpage](#) explaining these assessment changes.

One matter that we have continued to work on is extenuating circumstances (ECs): circumstances outside of your control that impact on your ability to undertake or complete an assessment. EC claims do not result in the awarding of extra marks, but if accepted they can mean a student can take the affected assessment as a 'first-sit' at the next available opportunity.

This is an overview of the changes we have made to our EC rules. You can find full details on our [dedicated webpage](#), and our [Advice and Counselling Service](#) is here to offer guidance.

Automatic authorised absence

During the period between mid-March and 10 June 2020, we are automatically giving an authorised absence to any student who is unable to submit an assessment. Students with an automatic authorised absence will take the given assessment at the next available opportunity, which for most students is the late summer assessment period commencing on 17 August 2020.

Fit-to-sit

Under normal circumstances, if you attend an exam or submit an assessment, you cannot then submit an EC claim. We have changed these rules for assessments taking place from mid-March onwards and you can now submit ECs even if you have attempted the assessment – for example, if you felt afterwards that you were not well enough to have taken the assessment.

You must submit any EC claims of this sort to your School/Institute, before you get any marks or feedback on the work, and before your School's EC deadline.

Exceeding assessment time limits

You can now also submit an EC claim if you exceed the time limit for your assessment due to reasons beyond your control: for example, if you have IT problems or are interrupted.

Submitting EC claims

If you do need to submit an EC claim, please note the following additional changes:

- We have waived the requirement to include documentary evidence (such as medical certificates) for EC claims during this assessment period.
- We have expanded the types of potential ECs to include those related to Covid-19. These include living conditions (such as being unable to study due to lack of study space), caring responsibilities and IT problems (including lack of access to suitable IT).

We wish you best wishes for a healthy and successful exam season. Please do take advantage of all the support available to you, and please do stay safe and look after yourself.

Best wishes,

Stephanie and Annika

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