

# Mitigating Circumstances

Dr Emma Spikings, Student Support Lead

Date: 16/9/25



# Year 2 Assessments & Progression to Year 3

- Written grades on the basis of paper cut scores
  - < cutscore – Unsatisfactory
  - ≥ cutscore – Satisfactory
  - ETA4/5 and ETA6 considered separately
- OSCE (out of 8 stations)
  - < 5 – Unsatisfactory
  - ≥ 5 – Satisfactory
- Narrative Medicine: Need to pass 6/8 outcomes to be satisfactory
- Students must be satisfactory in all assessments to progress
  - There is one resit opportunity at the end of each year
  - Students only resit the component(s) they fail:
    - ETA4/5 and/or ETA6 – QE2 Written
    - OSCE2 – QE2 OSCE
    - NM term 5 assessment – reassessment in term 6

Year 2	
ETA4 and ETA5 combined	✓
ETA6 Paper A and B combined	✓
OSCE2	✓
Narrative Medicine	✓
Eportfolio 2	Formative



# Progression regulations

Defined set of progression rules (previous slide)

QE is an additional opportunity to pass the year available to all students that need it for whatever reason

Unsatisfactory QE: Course termination is the default outcome

Exam board has the option to offer a repeat year for students with approved mitigating circumstances.

# What are mitigating circumstances?

**Mitigating circumstances are defined as “unexpected events, beyond the student’s control, that might have a significant and adverse impact on their academic performance”.**

“Unexpected”: not known to you before beginning your course or stage of study or the severity or impact on your studies would not reasonably have been predicted.

"Beyond the student's control": you could not have reasonably prevented the circumstances from happening or their impact on your studies.

"A significant and adverse impact on their academic performance": disruptive enough to have a meaningful adverse impact on your ability to engage with your course and/or on your academic performance.



# Types of mitigation

## **Absence from examination: not fit to sit**

You are unable to attend a written exam and/or OSCE  
You are requesting an additional assessment attempt

## **Non-submission of coursework:**

You are unable to meet a coursework deadline  
You are requesting an extension

## **Poor performance:**

You have attended and/or submitted assessments but your preparation and/or performance may have been impacted by MCs  
You are requesting a repeat year opportunity if you fail to progress

**\*\*\*No changes to marks\*\*\***



# All applications require evidence

## Of the circumstances

Bereavement e.g. death certificate

Crime e.g. Police report

Illness e.g. letter or other evidence from the treating doctor or other professional

Car accident e.g. insurance documentation

## Of their impact on your studies

Relevant timeframe

Significance of circumstances

What study activities were disrupted

Attempts to mitigate impact and/or obtain support

**\*\*\*All evidence must be independent\*\*\***



# What the MC process is not for

## **The following circumstances are not likely to be approved:**

- Transport delays
- Holidays/Paid work
- Errors in reading/understanding assessment instructions
- Technology failure
- Issues that could have been mitigated earlier

## **The committee is also unable to consider:**

- Issues with the curriculum and/or assessment processes
- Requests for reasonable adjustments
- Requests to remark/review marks for assessments
- Group applications



# Application process

**Application form and policy on Moodle:**

**<https://medvle.buckingham.ac.uk/mod/page/view.php?id=29018>**

Evidence

Statements from staff e.g. WSD, personal tutor

## **Deadlines**

As soon as you become aware of the circumstances

ETA6/OSCE2: *5th November 2025 for circumstances occurring immediately prior to or during the exams*

QE: *22nd December 2025 9am for circumstances occurring immediately prior to or during the exams*

**You must submit applications yourself**

**You must include everything you want to be considered**





# Consideration of applications

## **Panel**

Includes lay members

## **The following are considered alongside your application/evidence:**

Previous MC applications

Engagement with support/occupational health/other relevant services

Your stage of study and the expectations of a doctor

## **Not considered:**

Evidence you have not provided (the committee will not gather evidence for you or accept your word alone)

Evidence that is not independent or that is found to be falsified

Academic performance

# Decisions

**Accepted**

**Partially accepted**

**Not accepted**

No marks are changed

Decisions passed to the examination board who determine the impact

Remainder of the application is confidential to the MC committee and student support team

Additional recommendations may be made