

AEGROTAT/IMPAIRED PERFORMANCE CONSIDERATION APPLICATION
(Version 3.1)

The Aegrotat and Impaired Performance process helps ensure that your academic progress is not unduly impeded by circumstances beyond your immediate control.

Aegrotat is a university term that applies when a student is unable to attend an examination or complete a assessment or learning activity due to illness, injury, bereavement, or other critical circumstances.

Impaired Performance applies when a student believes that their performance in, or preparation for, any examination or assessment activity has been seriously impaired due to illness, injury, bereavement, or other critical personal circumstances.

On this form, the University asks you to explain your circumstances and indicate the impact this has had on your performance. It will be beneficial to your application and in your interests to supply supporting evidence if you can do so. An application can still be made if you have circumstances that would be difficult or impossible to evidence, but your application may not be able to be considered.

You should aim to submit this completed form via your **Student Homepage** in the Portal within two weeks of the assessment.

Your application will be thoughtfully considered. This does not guarantee a change of grade or an opportunity to complete the assessment. Your achievement in other parts of the course will be considered in determining an outcome.

All information supplied on this form is confidential and only available to relevant University staff involved in the assessment, academic progress and student support processes.

You can fill in the form for more than one assessment/ more than one course (there is space for four assessments), but you will need to complete separate portal applications for each course included.

For more information on this process, including potential outcomes in our decision making please see our guidance pages at this web address:

<https://www.massey.ac.nz/study/exams/aegrotat-and-impaired-performance-consideration/>

Student ID: Email:

Given name: Phone:

Family name: Date of Birth: Day Month Year

Course Code (in format 111101):	Identify which assessments you are applying for?							Did you submit the assessment? <i>(tick one):</i>				
	<i>The name of the assessment</i>	<i>Tick only one category of assessment:</i>					<i>Due date (dd-mm-yyyy)</i>					
			Exam		Test		Assignment			Yes		No
			Exam		Test		Assignment			Yes		No
			Exam		Test		Assignment			Yes		No
			Exam		Test		Assignment			Yes		No

Please describe in the next section the circumstances relevant to this application. In other words, explain why you missed, did not attempt, or did not perform as well as normal for you on your assessment i.e. exam (TCA or OSEs), coursework or test(s).

You should accompany this application with any evidence supporting the circumstances described (eg copies of medical certificates, death certificates, newspaper death/funeral notices, statement from a funeral director, email attestations made by others, NZ Police documents etc). Where attestations/statements are made by others please make sure their contact details are included and please make sure they know that the University may choose to contact them to verify the information they have provided.

Tick one of the circles below to indicate the severity of the impact of these circumstances on your ability to participate in the assessment or the impairment in your performance in the assessment:

Very serious: You were completely incapacitated and had no ability to attempt and/or prepare for the assessment.

Serious: You were seriously incapacitated and were unable to attempt or prepare adequately for the assessment.

Moderate: You attempted and prepared for the assessment, but with substantial reduction in performance likely.

Mild: You were able to attempt and prepare for the assessment, but with some reduction in performance likely.

Declaration

By submitting this form, I am agreeing:

That the information provided is true and correct to the best of my knowledge, and I accept that I understand I may face action under the Massey University Disciplinary Regulations if I am found to have knowingly provided false information.

That I understand that this information will not be routinely shared across the University to staff who are not directly associated with the decision-making processes, and I may have to repeat the provision of any relevant information on other applications or for other purposes.

That I give my consent for any relevant details of sickness or personal circumstances to be provided to the relevant University staff.

Explanations relevant to this application:

Describe the circumstances and the impact of these on you. What led to the assessment being missed or your normal performance being reduced? For what period of time were you impacted? In your explanation, please refer specifically to the evidence you provide. Please make a note if there is relevant evidence you could provide with a bit more time.

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