

# AEGROTAT/IMPAIRED PERFORMANCE CONSIDERATION TEMPORARY FORM DURING COVID-19 EMERGENCY

The Aegrotat and Impaired Performance process helps ensure that your academic progress is not unduly impeded by illness, injury, bereavement or other critical personal circumstances beyond your immediate control. These factors now include any reasons arising from you having been affected by the COVID-19 emergency including:

- your own health;
- pressures caused by caring for other family members during lockdown;
- pressures caused by adapting to working from home;
- inability to connect to an online assessment; or
- any other situation where you can make a sound case that you have been adversely affected.

Please note there is now **NO requirement** for this form to be witnessed. Instead, the University asks you to explain your circumstances and indicate the impact this has had on your performance.

Adobe's free Reader programme allows you to complete, sign, and save the form on-screen. Include any supporting documents you have available when you upload this application.

You should aim to submit this completed form via your **Student Homepage** within two weeks of the assessment, however, we recognise that during the COVID-19 emergency you may not be able to achieve this.

Please note this form is temporary and replaces all previous Aegrotat/Impaired Performance consideration forms covering: health and counselling; critical personal circumstances; and attendance at a funeral. The duration of use of this single temporary form will be determined by the duration of the COVID-19 emergency.

Your application will be thoughtfully considered. This does not guarantee a change of grade. For IP applications, the mark for the assessment listed in the application will be compared with the marks for your other (selected) assessment within the course and compared with cohort performance. For AG applications where a student has successfully completed 60% of the coursework, a derived grade will be established for the assessment based on other (selected) assessment in the course.

All information supplied on this form is confidential and only available to authorised University staff involved in the grade assessment process. Upload this form for each course the application applies to.

Student ID:

Email: \_\_\_\_\_

First name: \_\_\_\_\_ Phone: \_\_\_\_\_

Surname: \_\_\_\_\_ Date of birth: Day   Month   Year

Course number:	Assessment type:	Assessment date (day/month/year):	Assessment attempted:
	<input type="radio"/> Exam <input type="radio"/> Test <input type="radio"/> Assessment	/ /	<input type="radio"/> Yes <input type="radio"/> No
	<input type="radio"/> Exam <input type="radio"/> Test <input type="radio"/> Assessment	/ /	<input type="radio"/> Yes <input type="radio"/> No
	<input type="radio"/> Exam <input type="radio"/> Test <input type="radio"/> Assessment	/ /	<input type="radio"/> Yes <input type="radio"/> No
	<input type="radio"/> Exam <input type="radio"/> Test <input type="radio"/> Assessment	/ /	<input type="radio"/> Yes <input type="radio"/> No

Please describe overleaf the circumstances that led to your missing, not attempting or affecting your performance of your assessment, exam, or test(s). If your application is related to COVID-19, no additional documentation is required. If your application is NOT related to COVID-19, if possible, please 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, you should make those individuals aware that the University may choose to contact them to verify the information they have provided.

Start by ticking one box 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: below:

- 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.

